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Programme and Budget Proposals

FOR

1992-93

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Seventh item on the agenda

PROGRAMME AND BUDGET PROPOSALS FOR 1992-93

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Director-General's Preface

I have the honour to submit my Programme and Budget proposals for the biennium 1992-93.

In formulating these proposals, I have acted upon my conviction that the ideas which the ILO has consistently advocated correspond to the aspirations of people everywhere.

These aspirations may be suppressed, often in the ostensible interests of stability, security or material gains to come. But, as recent events have demonstrated, they are so strong and so natural that, sooner or later, they will prevail.

The most significant development of our time is the resurgence of democracy and the renewal of concern for the fundamental rights that are the foundation of democratic societies. This trend is not confined to one region. It is not limited to one kind of political or economic system. The movement towards democracy, or the return to democracy, is manifest in countries of all regions. The process of political reform is often associated with economic reform. Numerous countries of very different political or ideological complexions are moving from planned or state-dominated economies to ones more attuned to the market and more open to private enterprise.

Every country that attempts fundamental political or economic transformation is bound to face immense problems in the short term: problems of building or rebuilding democratic institutions and traditions; problems of minimising the adverse social effects of economic dislocation; problems of revitalising or even creating institutions and mechanisms which open the way to genuine tripartism and social dialogue. Wherever people are endeavouring to create freer, more open societies, the ILO has a duty to assist them in any way it can and indeed is being called upon by countries in all regions for such assistance.

If those who have struggled to overturn authoritarian systems and are struggling to establish durable democracies have confidence in the ILO, it is because our Organisation stands for certain principles and has consistently defended those principles even in times when they were under strong attack.

It is crucial for the future of the ILO that our Organisation remain unwavering in its commitment to human rights.

With this principle uppermost in mind, I have reached three broad conclusions about the future action of our Organisation.

The first is that the highest priority of the ILO, to be pursued through all forms of ILO action, must remain the defence of human rights and the implementation of international labour standards.

This means that the efforts, the resources, the energies of the ILO will be directed more purposefully to assist governments, employers and workers in translating standards into reality.

It means that one of the chief forms of action available to the ILO, technical co-operation, will be used more systematically and more intensively to promote the observance of international labour standards.

It means that the ILO will work in closer partnership with member States which are striving, often under difficult conditions, to respect the obligations they have accepted through the ratification of Conventions and to apply the fundamental principles they have endorsed by their membership of the Organisation.

My proposals therefore seek not only to maintain the integrity and effectiveness of the supervisory machinery but also to intensify the use of all ILO means of action to promote the practical implementation of standards. They place special emphasis on assisting the ILO's constituents in applying standards through technical advisory services and technical co-operation.

The concrete measures I plan to introduce include an enhanced role for the ILO's senior management in ensuring that technical co-operation proposals are designed to promote the relevant instruments and, as a minimum, are consistent with the principles of basic international labour standards. I propose to allocate additional resources to the International Labour Standards Department for technical support to senior management for this purpose and technical advice to headquarters and regional departments in the formulation and implementation of technical co-operation proposals.

I further plan to reserve a major share of regular budget technical co-operation credits for activities directly related to standards. These will include the provision of advice and assistance to governments in giving effect to the conclusions and recommendations of the Conference Committee on the Application of Standards and the other supervisory bodies. They will also include more educational and information activities focusing on specific instruments and demonstration projects with the aim of fostering the practical implementation of standards in priority fields.

If practical implementation is the goal, as it must be, then the promotion of standards is inseparable from the promotion of economic and social development in a way that respects the values and standards of our Organisation. Technical co-operation must therefore be aimed towards supporting an approach to development that matches the ideals of the ILO and is guided by ILO standards.

Thus, the achievement in practice of equality of opportunity and treatment between men and women, one of the priority themes I propose for 1992-93, is both a human rights issue, in terms of eliminating discrimination, and a development issue, in terms of combating poverty and improving working conditions. The principle of equality is almost universally accepted and efforts are being made in most societies to put the principle into practice. The issue is a global one that is brought into sharper relief by the increasing economic role of women. It is an issue the ILO is uniquely suited to address because our Organisation has clear goals in the form of standards and a variety of means of action, including technical co-operation, to pursue these goals.

The necessity of linking standards with economic and social progress is still more evident in relation to the objective of eliminating child labour. International labour standards on this issue date from the earliest days of the ILO. The principle is universally accepted and all countries have adopted legislation and other measures to apply it. Yet these measures will never suffice to eliminate child labour in reality unless action is also taken to eliminate the economic and social conditions which force children into work. The gap between principle and practice remains a challenge for our Organisation. I propose an intensified effort to meet this challenge, again through concerted use of all the means of action available to the ILO, and in particular technical co-operation, in support of its fundamental standards.

The persistence of child labour in spite of national and international efforts to abolish it is a striking illustration of a wider point. For the vast majority of working people, especially in the developing countries, many aspects of standards and human rights may be little more than an abstraction if they have no hope of working and living in decent conditions. My proposals therefore give continuing priority to a wide range of activities aimed at the promotion of employment and the alleviation of poverty in the developing countries.

Many of these activities will relate to the social dimension of structural adjustment policies and programmes. Their aim will be to assist member States to overcome the problems associated with structural adjustment and to minimise any adverse effects on workers and on the most vulnerable groups. Other activities will focus on the balance between the public and private sectors and the transition to a market economy, both in developing and industrialised countries. The ILO has an important contribution to make in this transition, which involves major political and economic change in many member States, with the aim of maintaining levels of employment and ensuring a minimum level of social protection for all.

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gradation and rehabilitation are often linked to infrastructural investments, two new types of works programmes will be developed in 1992-93, namely labour-intensive works in degraded urban areas and the restoration of the local resource base in areas affected by natural and man-made disasters. Training materials will be developed on environmental protection and rehabilitation in infrastructure programmes.

62. Under the Training major programme, work will focus on adding an environmental dimension to both management development and vocational training. An environmental training package for managers of enterprises, management trainers and consultants will be developed. It will take into account advanced technologies and will cover new environmental management tools such as environmental auditing, accounting and impact analysis. The objective will be to enable managers and consultants to integrate environmental management into all spheres of the enterprise. With regard to vocational training, a study will be undertaken on appropriate mechanisms and procedures for integrating environmental skill training into mainstream vocational training programmes, including enterprise-based training. Designed to complement current research on industrialised countries, the study will focus on selected developing countries.

63. Two aspects of environmental protection will be studied under the Industrial relations and labour administration major programme. First, what role can labour relations play in the preservation and rehabilitation of the environment? An inventory will be prepared of the main instances where environmental questions have been the subject of bipartite or tripartite consultations at the national, regional or local levels, and, through collective bargaining and workers' participation, at the enterprise level. Second, what role should labour inspection systems be expected to play in general environmental protection and control? An analysis will be made of current practice in a number of member States, with a view to preparing policy guide-lines.

64. Most of the ILO's work on environmental issues in 1992-93 is included within the Working conditions and environment major programme.

65. One of the most important aspects of environmental protection which falls within the ILO's mandate concerns the need to handle chemical hazards at work so as to preserve the health and safety of workers and the quality of the environment. A major new activity to be started in 1992-93 is the development of criteria for the harmonisation of systems of classification for the use of hazardous chemicals at work. This will be an important step in implementing the Chemicals Convention (No. 170) and Recommendation (No. 177) adopted in 1990. One of the aims will be to eliminate contradictions between different systems and avoid duplication of effort at the national level. This activity will be carried out in co-operation with the European Communities, the OECD, the UN and other institutions. The ILO will continue co-operation with the UNEP/ILO/WHO International Programme on Chemical Safety (IPCS), with a view to promoting the application of the principles contained in ILO standards. The collection of chemical safety data sheets, which already number over 80,000, will be further developed and a new directory of data sheets will be issued. In addition a meeting of experts will consider a draft code of practice on safety in the use of chemicals at work.

66. Other environment-related activities under this major programme include participation in the revision of the IAEA/ILO/WHO/NEA-OECD Basic Safety Standards for Radiation Protection, a study on safety requirements in dismantling nuclear power stations to ensure the protection of workers and the environment, the preparation of a guide on occupational safety in transport-related accidents (to complement the work on major hazard control in fixed installations) and a continuation of the safety and health hazard alert system. In addition work will begin on the safety and health problems of workers in remote areas (such as offshore petroleum installations) with the dual aim of protecting the workers concerned and preventing damage to the environment.

67. A second meeting on environmental questions, to be organised under the Workers' activities major programme, will be a symposium on workers' education and the environment. The purpose of this symposium will be to exchange information about experiences at the country level, and to define more clearly the role of workers' organisations in environmental protection.

68. The Employers' activities major programme will intensify its training activities in environment management through employers' organisations in developing countries and also prepare the possible utilisation of its training packages in this field for employers in Central and Eastern Europe.

69. Finally, provision is maintained under the General management major programme for the development of a coherent programme of environment-related activities within ILO regular programmes and in technical co-operation projects. Close collaboration with international organisations working in this area will be continued, particularly as regards the ILO's contribution to the preparations for the United Nations Conference on Environment and Development in 1992.

Other key features of the proposals

The programme of meetings

70. The proposals regarding the Conference take account of the decisions of the Governing Body in November 1990 regarding the agenda of the Conference in 1992. Without prejudice to future decisions of the Governing Body, provision is made for three technical items in each of the years 1993 and 1994. The proposals are also without prejudice to any reforms in the organisation of the Conference that may be decided upon at a later stage.

Social protection of any kind is often lacking for workers in the rural and informal sectors who constitute the great majority of the work force in most developing countries. I am convinced that it is essential for the ILO to do more to assist workers in these sectors through practical measures to expand employment opportunities, raise incomes and improve working conditions. The theme of my Report to the Conference in 1991 will be the role of the ILO in relation to the informal sector. The discussion of this report will guide the implementation of ILO activities in this field in the next biennium.

My second broad conclusion is that the aim of ILO action, including its technical co-operation programmes, must be to reinforce national capacities – those of employers' and workers' organisations as well as of governments – to deal with specific problems as the political and economic context evolves.

It is not for the ILO to do things in place of its constituents or to carry out programmes that they do not actively support. To ensure that the priorities of the ILO's constituents are taken fully into account, the objectives to be achieved will be jointly determined at regular intervals and a tripartite dimension will be ensured for major integrated projects.

In such activities, as indeed in all of its activities, I emphasise the necessity of remaining within the competence of the ILO. It is tempting to intervene in all kinds of areas which present problems of current interest and genuine importance. But the ILO can be effective only if it concentrates its efforts and its limited resources in areas where it has a clear, and even a unique, mandate and where it can have a real impact.

My proposals thus seek to concentrate on the core areas of ILO concern: employment promotion, training, industrial relations, working conditions, occupational safety and health, and social security.

If the ILO is to continue providing in these areas assistance at a level that makes a genuine contribution to the requirements of its constituents, it must constantly renew its technical capacity and must gain the flexibility to apply its core mandate to new or evolving problems.

An important example is the issue of environmental protection and rehabilitation. My report to the 1990 Conference addressed this issue and I welcomed the adoption by the Conference of a resolution on environment, development, employment and the role of the ILO. I believe that vigorous action is necessary to assist the ILO's constituents in dealing with environmental problems as they impinge upon the world of work. My proposals therefore provide for a greatly expanded programme of activities related to the environment in areas within the clear competence of the ILO.

This brings me to my third broad conclusion. The activities of the Organisation and the Office must constantly be adapted to the rapid changes occurring in the world. The dramatic developments taking place in Central and Eastern Europe, in Southern Africa and in much of Latin America and Asia have shown how radically the world can change in the space of a year or two.

It is therefore difficult to make detailed plans for work that will not even start until many months have elapsed.

Yet, the Programme and Budget document is extremely detailed and precise. The purpose of each dollar is spelt out. It is in the very nature of programme budgeting to impose a discipline of this kind and there are good reasons for maintaining that discipline. But is it reasonable that an international organisation having to serve the whole world, and having to confront the challenge of rapid change in the social and labour field, should enjoy so little scope for launching new work and altering plans made two or three years previously? The world is changing more rapidly than that. For these reasons I have proposed a very modest "Programme flexibility reserve" which will enable me to suggest, and the Governing Body to approve, new technical work in response to new and important developments.

If the Office needs flexibility in its programme planning, it also needs flexibility in the way it organises its work. I am convinced that the complexity of the problems with which the ILO is dealing and will deal in the future requires a multidisciplinary approach that cuts across the departmental structure of the Office. As a concrete measure to ensure more integrated and more concerted action by the different departments, these proposals contain a new major programme that includes provision for three interdepartmental projects concerning, respectively, employment promotion and structural adjustment, equality for women in employment, and the elimination of child labour. This is an innovation in the Office's work to which I attach great importance.

Apart from this new major programme, the structure of this Programme and Budget is similar to that in past biennia. However, I am giving careful consideration to the need for certain organisational changes to strengthen the ILO's management structure and to increase the effectiveness of some of its programmes. The Governing Body will, of course, be informed of any changes that are made.

In addition to considering changes affecting the Office, I have been examining possibilities for modernising and streamlining the methods of work of the ILO's policy-making organs.

I believe that major reforms are needed in the functioning of the Conference. I know this is a difficult issue but it is one that must be faced. Many delegates share my view that such reforms would not

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tain key fields, such as the promotion of equality for women and the elimination of child labour, RBTC resources will be used to carry out pilot or demonstration projects. To emphasise the importance of tripartism, increases are proposed in RBTC resources for the Employers' and Workers' activities and human rights major programmes. Finally, to reinforce ILO action in defence of human rights, substantial RBTC resources will be allocated to the International labour standards and human rights major programme and the African regional major programme specifically for assistance to Namibia and planning assistance to post-apartheid South Africa.

Extra-budgetary technical co-operation

81. The volume of ILO technical co-operation funded from UNDP and multi-bilateral sources increased regularly in the period 1985-1989. In 1989 delivery from external sources amounted to $127.3 million, and this total is likely to be exceeded in 1990 and 1991. In preparing these proposals, and in estimating programme support income, an annual level of delivery amounting to $141 million has been assumed for both years of the biennium 1992-93. Although this level is higher than that assumed in the Programme and Budget for 1990-91, the indicative work-year allocations under "Other sources" throughout the resource tables in this document are very similar to those in the same document for 1990-91, because the expected increase in programme support income from delivery will be offset by an increase in the cost of support staff mainly due to changes in salaries and allowances and the weakening of the US dollar against the Swiss franc. Thus the Office is in fact endeavouring to deliver an increased volume in technical co-operation with the same real level of resources for service and support staff [1].

82. These projections concerning the future of ILO technical co-operation are subject to a considerable margin of uncertainty because of recent developments in the UN system. In particular the General Assembly Resolution 44/211 concerning the Comprehensive Triennial Policy Review of Operational Activities for Development of the United Nations System highlighted the need for the governments of member States to assume an increasing degree of responsibility for the execution of programmes and projects funded by the system. In the course of 1990 the implications of that resolution have been considered inter alia by the UNDP Council, which decided on a framework for new support costs arrangements as from 1992. The UNDP has engaged a wide-ranging debate with the major agencies in the system concerning successor arrangements for support costs in respect of UNDP-financed technical co-operation activities, concerning which the Programme, Financial and Administrative Committee has been kept fully informed [2]. The new support costs arrangements now under consideration imply that there will be a shift away from project implementation by agencies towards greater involvement in policy advice and programme-level services; and the major agencies will implement a diminishing volume of projects the precise level of which cannot be estimated. Under these circumstances, it is not possible to make a meaningful forecast of UNDP support costs income and it has been assumed that its level will be the same as in 1990-91. Final decisions will be taken by the UNDP Governing Council at its June 1991 Session.

83. It is expected that the overall level of programme support income from all sources will be slightly increased compared to that arising in the biennium 1990-91. However, whatever the total income from this source in 1992-93, it will undoubtedly be necessary to review the internal arrangements within the Office for administrative and technical support to technical co-operation. The new arrangements regarding support costs may also affect the substance of the ILO's technical co-operation programme and the capacity of the Office to carry out projects at the country level in fields that are of central importance to its mandate. The Director-General will continue to keep the Governing Body informed of discussions on these developments in the UN system.

84. Notwithstanding these uncertainties the Office will continue to do all that is possible to meet the expressed needs of constituents for ILO technical co-operation. More will be done under the International labour standards and human rights major programme, and under the Programming and co-ordination of technical co-operation major programme, to ensure consistency between the design of projects to be implemented by the ILO and international labour standards, and wherever possible standards will be directly promoted. Taking account of the new approach being adopted by the UNDP, the ILO will also endeavour to encourage interdepartmental and interdisciplinary efforts to furnish advice on the development of country programmes, and to ensure coherence in ILO assistance at the country level. The ILO policy in these respects is reflected in the detailed proposals under the Programming and co-ordination of technical co-operation major programme, and additional resources are shown under the International labour standards and human rights major programme for work to relate project design to standards.

The International Institute for Labour Studies

85. The proposals represent preliminary indications, since formal submissions to the Institute's Board and the Governing Body are scheduled for November 1991. They reflect the objectives of the Institute's Medium-Term Plan (1990-95), "to do things that the ILO cannot do, by contributing a distinctive dimension to the work of the ILO which would oth-

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[1] In this document, as in the past, the term "programme support income" is used to denote agency support costs associated with UNDP and multi-bilateral technical co-operation projects. It should not be confused with the term "programme support" being used in the discussions under the aegis of the UNDP Governing Council now in progress concerning future arrangements for support costs to become effective in 1992.

[2] See GB.246/PFA/7/13 and GB.248/PFA/6/6.

only release resources for other work by the Office and lighten the burden on governments but also, and especially, enable the Conference to accomplish its principal tasks more efficiently and more effectively. I trust that the suggestions I put forward in a document submitted to the Governing Body at its 248th Session will assist the Governing Body in moving towards concrete decisions on reforms.

It should not be forgotten that the organisation and working methods of the Governing Body itself may well need reconsideration when the constitutional amendments adopted in 1986 enter into force. I will make specific suggestions at the appropriate time.

These, in short, are my reflections on the work of the Organisation in the years to come. Let me now comment on the financial considerations underlying the proposals.

In February 1990 I undertook to submit a budget providing for zero real growth. I did so because I was aware that many member States would find it difficult to accept real increases in their contributions at a time of widespread austerity and general economic uncertainty. I have fulfilled that undertaking.

But in formulating these proposals, I have realised what a severe constraint zero real growth imposes. My colleagues and I have looked hard at all of the ILO's programmes to fix priorities and to find economies. This effort has led to changes in emphasis and shifts in resources more far-reaching than in any budget over the last decade.

Yet I cannot hide my disappointment that we could not do more.

The ILO has many obligations. It has activities to which important parts of its constituency are deeply attached. Its constituents have many diverse concerns which require action by the ILO.

The constraint of zero real growth leaves little room for innovation and little scope for responding to the increasing demands that are being made upon the Organisation by member States because of the rapid changes affecting the field of labour.

I would have liked to do much more to meet those demands.

My proposals include substantial activities to assist member States of all regions which are moving towards more democratic political structures and more market-oriented economies. Yet I would have liked to allocate more resources for technical advisory services, national-level meetings and other activities to help governments, employers and trade unions cope with the employment, industrial relations, social security and similar problems arising from the process of change.

The proposals make specific provision for practical action in support of the social and economic development of Namibia and the elimination of apartheid in South Africa. Yet I would have liked to allocate more resources for extending assistance to Namibia in this crucial period after independence and for planning assistance to post-apartheid South Africa.

The proposals reflect an appreciable shift of resources from administrative to technical work and from headquarters to regional departments. Yet I would have liked to go further in strengthening the capacity of the technical departments to maintain solid, up-to-date expertise in the core areas of ILO concern so as to ensure the highest quality of service to our constituents in the future. I would have liked to go further in reinforcing the capacity of the ILO's field offices to work closely with the ILO's tripartite constituents in pursuing all forms of ILO action.

I am so concerned about this inadequacy of resources that I have launched the idea of establishing special voluntary funds to supplement the regular budget. A document submitted to the Governing Body at its 248th Session raises the possibility of special funds for concentrated action in such fields as child labour, international migration and the social consequences of the transition from planned to market economies. Other fields may merit similar attention. I look forward to a positive response to this proposal for voluntary funds to enable the ILO to make a concrete contribution on certain urgent problems faced by its constituents.

At the same time, I am convinced that a real increase in the regular budget is essential. Rigid insistence on zero real growth for the regular budget in future biennia will impede the process of renewal that is critical to the continuing vitality of the ILO and will impair our Organisation's capacity to help its constituents resolve the problems they will face in the future.

Michel Hansenne

12 December 1990

Introduction

1. The Director-General's Programme and Budget proposals for 1992-93 contain a number of significant changes compared with previous biennia, and provide for substantial shifts of resources from headquarters to the regional departments and from administrative to technical work.

2. These proposals take account of numerous discussions of ILO activities in the Conference and in the Governing Body. Particular account has been taken of the discussion by the Programme, Financial and Administrative Committee and the Governing Body of the Medium-Term Plan 1990-95, in February 1988, and of the "Preliminary consultation" paper on the proposals for 1992-93, in February 1990.

Major changes in resource allocations

3. The shifts in resource allocations between the different departments include the following.

4. As a first step in a long-term policy of carrying out more of the ILO's work in the different regions, a significant increase is proposed in the regular budget resources for all of the regional departments. The additional resources for the regional major programmes will total $2.3 million, or 3.0 per cent, in real terms.

5. The largest increase will be for the region in which the need for intensified international action is greatest: Africa. This increase will amount in real terms to some $1,021,000 or 4.2 per cent (compared with an increase of only $147,000 between 1988-89 and 1990-91). It will enable the ILO to strengthen the Regional Office, to maintain a special adviser in Namibia and to extend its regular budget technical co-operation activities.

6. For the other regions, the increases are smaller but still appreciable. The regular budget provision for the Americas will rise in real terms by $436,000 (2 per cent); for the Arab States by $110,000 (2.5 per cent); for Asia and the Pacific by $590,000 (2.6 per cent); and for Europe by $190,000 (3.3 per cent).

7. In a budget of zero real growth, these increases are substantial. They are aimed at progressively strengthening the capacity of the ILO to provide technical advice and carry out technical co-operation activities more effectively and in closer collaboration with its constituents. But they have a price: a reduction in the resources available to headquarters departments. In order to maintain the momentum of the technical work of the ILO, a special effort has been made to concentrate this reduction in administrative and support activities.

8. The resources for technical work in the Office will indeed be increased by some $2.2 million. The major component in this increase of resources for technical work is the new provision of some $7.2 million for interdepartmental projects, an innovation discussed later in this Introduction. Resources for most of the technical departments are to be reduced to make way for this new interdepartmental major programme. Two of the projects included under this new major programme will serve to strengthen work on the priority themes of Employment promotion and structural adjustment and Equality for women in employment. The third project, concerning child labour, implies a major new effort by the Office in a field to which few resources have been attributed in the past. The Director-General's proposals also provide for increases in the resources for work in certain fields. An especially large increase is envisaged for activities in several departments concerning environmental protection. The transition to democratic systems and more market-oriented economies being undertaken by member States in different regions is another issue on which extensive new work is envisaged (including additional activities relating to employers' organisations in Central and Eastern Europe). An increase is also proposed in the number of technical meetings, two of which will concern the environment.

9. These increases have been made possible by economies identified in the major programmes largely concerned with administrative and support work. The economies include reductions in the resources required for major meetings. Previous and planned investments in text-processing and printing technology and other economies are expected to produce savings amounting to some $600,000 in work related to the Conference and the Governing Body. These savings make it possible to absorb most of the increase of some $744,000 in the cost of major regional meetings, an increase due to the envisaged holding of two regional conferences in 1992-93 as opposed to one in the present biennium.

10. Further savings could be made in the cost of the Conference, were the Governing Body to approve one or more of the suggestions for reform set out in two documents submitted to it at its 248th Session. If savings under Part I of the budget became available in respect of the biennium 1992-93 in consequence of such decisions, the Director-General believes that these should be used to further strengthen the technical work of the Office. Proposals in this sense would be brought before the Governing Body at the appropriate time.

11. The present proposals also imply savings by streamlining management structures and reorganising certain support services. The reductions include some

$426,000 in the resources for General Management, mainly concerning the Office of the Director-General. An economy of some $330,000 is to be achieved under the Relations and meetings major programme by new arrangements for protocol services, the service for visitors to the ILO, and relations with intergovernmental and non-governmental organisations.

12. The most important reductions – amounting to some $5.2 million, or 5.1 per cent – concern the main administrative, service and support departments, including personnel, finance and internal administration, programme planning and management, relations and meetings, public information and editorial and document services. This major reduction is marginally offset by an increase in the resources needed to produce a revitalised World Labour Report, amounting to some $350,000.

13. This last group of reductions is proposed by the Director-General with reluctance. He is convinced that in the pursuit of administrative economies the Office has gone as far as it can go. Some of the reductions imply an element of risk and others are necessarily temporary in nature. The latter consist in postponing expenditure, such as the purchase of equipment, and slowing down the introduction of new technology which could lead to improved services or genuine savings in the future. However, the Director-General has considered it essential to include in the proposals a substantial increase, amounting to some $858,000, in resources for leasing hardware and strengthening staff capacity as the first step in a plan to extend, modernise and upgrade the ILO's computer facilities.

14. These shifts in resources from certain types of activities to others are associated with a wide range of innovations and changes in the planned programme of work. These changes are described later in this Introduction and in the body of the text under each major programme. The following especially important innovations deserve to be highlighted:

- the launching of a new major programme comprising three interdepartmental projects;
- the inclusion in the budget of a "Programme flexibility reserve" to enable the ILO to respond more rapidly and more effectively to new developments affecting the world of labour; and
- the significant strengthening of the capacity for technical work in the ILO's regional departments.

The main innovations in the proposals

Interdepartmental projects

15. In recent years the need has become apparent for more concerted action by the Office in certain fields crossing departmental boundaries. In the Preliminary consultation document concerning the proposals for 1992-93, submitted to the Programme, Financial and Administrative Committee in February 1990, a suggestion concerning the possibility of interdepartmental projects to respond to this need was put forward by the Director-General and was widely welcomed in the Committee. The Director-General therefore proposes to establish a new major programme 140 (Interdepartmental projects), which includes the provision of resources for three such projects. These projects concern Employment promotion and structural adjustment, Equality for women in employment, and the Elimination of child labour. In each of these fields there is scope for concerted interdepartmental action in order to increase the effectiveness of ILO activities, and achieve tangible results by the end of the biennium 1992-93. The progress of work relating to each of these projects will be carefully monitored, and an in-depth evaluation will be carried out towards the end of the biennium. As regards the management of these projects it is anticipated that resources will be allocated to each project as a whole and that the programme manager assigned responsibility will have full authority to manage the resources and to supervise the staff constituting the project team, regardless of their department of origin.

16. The first interdepartmental project, entitled *Employment promotion and structural adjustment: labour policies for adjustment*, is designed to ensure that appropriate emphasis is placed at the national level on the social dimensions of adjustment and the need to protect the most disadvantaged groups; to promote appropriate labour market policies; and to encourage the adoption of sustainable adjustment policies based on broad tripartite consultation and commitment. The research and technical advisory services envisaged in the context of this project will focus in particular on the identification of new employment possibilities in the private sector and on reforms needed in the public sector. In relation to the latter, emphasis will be placed on ways of implementing reforms in a manner consistent with the maintenance of the capacity of the public sector to function efficiently while protecting the rights and interests of its employees. The culmination of the project will be a second high-level meeting, planned for late 1993, to discuss a draft ILO policy statement relating to labour market policies in periods of transition, and finalise such a statement for approval by the Governing Body. The total resource provision amounts to some $1.9 million.

17. The project on *Equality for women in employment* has three main objectives: (1) to enhance the effectiveness of legislation to promote equality of rights in employment, by ensuring better implementation in practice and by identifying and revising those legal provisions which sustain direct or indirect discrimination against women in employment; (2) to increase awareness of the obstacles to equality in the labour market, examine the reasons for the existence and persistence of these obstacles and propose ways of reducing and removing them; and (3) to examine policy options, strategies and practical measures that can be used by ILO constituents in order to promote equality. Activities towards the attainment of these objectives in the biennium 1992-93 will include research, advisory services, and information dissemination activities together with a programme of

national and regional seminars and a standards-related demonstration project, to be financed by RBTC resources of $280,000. The total resource provision amounts to $2.4 million.

18. Finally, the proposed interdepartmental project on *The elimination of child labour* aims to promote the ratification and wider observance of international labour standards on child labour, especially the Minimum Age Convention, 1973 (No. 138), and its accompanying Recommendation (No. 146). More specifically, the aims of the programme are: (1) to improve the capability of member States to design and implement policies and programmes which would help them narrow the gap between national law and practice; (2) to identify policy options, strategies and practical measures for ILO constituents in their struggle against child labour, including the development of improved methods and instruments to ensure the application of national laws; and (3) to heighten the awareness of ILO member States and the international community as a whole as to the dimensions and consequences of child labour and national obligations under international labour law. In the practical activities associated with this project, particular attention will be given to preventing the employment of children in hazardous work or employment, and protecting the youngest and most vulnerable children. The resources proposed to be devoted to this project amount to some $2.0 million, including RBTC resources of $380,000 intended to finance educational activities and pilot projects. Regular budget work in this field will be complemented by other activities financed from extra-budgetary resources, notably a special voluntary contribution amounting to some 10 million Marks per year announced by the Government of Germany.

Flexibility in planning the programme of work for 1992-93

19. In the Director-General's view, expressed in the Preliminary consultation paper and widely supported in the PFAC, the ILO's Programme and Budget should contain some provision for activities on issues which arise or which acquire new urgency after the adoption of the Programme and Budget by the Governing Body and the Conference. The desirability of such a provision is the greater because of the relatively precise nature of the activities described under the various major programmes, and because of the zero growth constraint on the resources available to the Organisation. In order, therefore, to enable the Office to respond in a flexible manner to evolving needs of the constituency, it is proposed to establish a new "Programme flexibility reserve", to be shown as programme 140.4. Under this heading resources will be set aside to cover two or three work items of a technical nature. In addition it is proposed to provide resources to cover the cost of two tripartite meetings on subjects to be determined at a later date. Although it is envisaged that expenditure out of this reserve will be proposed by the Director-General on his own initiative, such expenditure will be subject to prior approval by the Governing Body on the recommendation of the Programme, Financial and Administrative Committee. Whereas the use of Part II (Unforeseen expenditure) of the budget is dependent upon the exhaustion of savings under Part I of the budget, the use of the Flexibility reserve will be possible at any time in the biennium and will not be conditional on full use already having been made of savings under Part I. The total provision proposed for the reserve amounts to some $830,000.

The ILO's regional programmes

20. The third major innovation is the substantial increase, amounting to some $2.3 million, proposed for the ILO's regional departments in spite of the overall resource constraint.

21. One of the main objectives of this increase is to reinforce the management structure of the departments responsible for the three largest developing regions. It can be anticipated that the next few years will see a continuing expansion of technical co-operation activities, a growing tendency towards greater complexity and specialisation in technical co-operation and, most significantly, an increasing demand among member States for direct advice and assistance from the ILO in its core areas of concern and especially in relation to the practical implementation of international labour standards. These trends make it all the more important for the ILO to work closely with its constituents in fixing priorities and formulating coherent country programmes; to improve co-ordination and effective execution of technical work within the regional department; to enhance collaboration with headquarters technical departments; and to ensure respect for ILO principles and standards.

22. As a first concrete step towards strengthening the capacity of the regional departments for these purposes, provision is made in these proposals for establishing in each of the departments for Africa, the Americas, and Asia and the Pacific, a new post of deputy director responsible for technical programmes. Moreover, resources will be provided to each of these regional departments and also the Arab States department for additional Professional staff to assist in the preparation and implementation of programmes.

23. Resources for technical advisory services provided from the regional departments will also be increased. In Africa, additional posts will be established for a second regional adviser on international labour standards and a specialist on employment and infrastructural works for French-speaking countries. In each of the regional departments for the Americas and Asia and Pacific, there is a net increase of one regional adviser post, concerning respectively rural employment promotion and vocational rehabilitation. Increased resources will be provided to the Arab States and Europe regional departments for ad hoc advisory services.

24. Finally, RBTC resources will be increased for each region, the overall increase amounting to $524,000. The largest increase – about $250,000 – will be for Africa.

Priority themes

25. The priority themes proposed for 1992-93 are those indicated in the Preliminary consultation document and widely endorsed in the Programme, Financial and Administrative Committee and Governing Body debates on that document:

- International labour standards and the defence of human rights;
- Equality of opportunity and treatment between men and women;
- Employment promotion and structural adjustment;
- Improving living and working conditions in the rural and informal sectors; and
- Environmental protection and the world of work.

The main activities relating to each priority theme are summarised below. More detailed information is provided under the different major programmes and the relevant paragraph numbers are indicated in the Index.

The defence of human rights and the implementation of international labour standards

26. The first priority of the ILO remains the defence of human rights and the implementation of international labour standards. The proposals for the biennium 1992-93 go further than ever before in seeking to ensure that concern for standards is reflected throughout the technical and regional programmes of the Office as well as in the activities of the International labour standards and human rights major programme.

27. A small increase is proposed for work under that major programme relating to the supervision of the application of standards, in relation to the processing of government reports under articles 19 and 22 of the Constitution. Resources are included under the relevant technical major programmes for the examination of government reports called for by article 22 of the Constitution. For the first time, specific resources are provided for the examination of reports on unratified Conventions and on Recommendations submitted under article 19 of the Constitution and for the preparation of general surveys based on these reports.

28. Supervisory activity of this kind constitutes the foundation for ILO work on standards. There is a clear need to build upon it by intensifying practical activity to assist the ILO's constituents in the implementation of standards. The major new thrust of the 1992-93 proposals is in this direction.

29. The key means of action will be technical co-operation and technical advisory services. A series of concrete measures will be taken to strengthen the links between the ILO's technical co-operation activities and international labour standards. These include the provision of additional resources to the International labour standards and human rights major programme specifically for technical support to the ILO's senior management in ensuring that ILO technical co-operation projects respect the principles of international labour standards, especially the fundamental ones on human rights. Advice will also be provided to headquarters and regional departments on orienting technical co-operation projects towards the fuller implementation of standards.

30. Special emphasis will be placed on using the ILO's own regular budget technical co-operation resources to promote the practical implementation of standards. The innovative use of RBTC funds for this purpose is described later in this Introduction. Technical advisory services will also be used more extensively to assist governments in applying standards. The number of regional advisers on international labour standards in the developing regions will be increased from three to four through the addition of a second post for the African region. Contrary to previous practice, the two advisers will be stationed in Africa.

31. High priority will continue to be given to ILO support to the struggle against apartheid through technical advisory services, the preparation of educational and training materials and the dissemination of information. Provision is made for the continuation of the special group of three independent experts set up in 1989 to monitor the implementation of sanctions and other action against apartheid. In addition, special attention will be given to planning ILO assistance to post-apartheid South Africa; supplementary RBTC resources earmarked for this purpose will be provided to the Equality of rights programme (50.4). To follow up the 1990 Conference resolution concerning assistance to Namibia, RBTC resources amounting to $300,000 will be made available under major programme 250 (Field programmes in Africa) and a special adviser will be stationed in Windhoek to plan, co-ordinate and support technical co-operation activities financed from UNDP and multi-bilateral funds.

32. To promote the observance of the basic human rights instruments, particularly those dealing with freedom of association and with discrimination, national and regional seminars will be organised by the International labour standards and human rights major programme. That major programme will also collaborate with the Employers' and Workers' activities and other technical major programmes in including standards-related components in their own seminars and workshops.

33. The activities of the different technical major programmes will, more than in the past, focus directly on promoting the implementation of specific Conventions and Recommendations.

34. Under the Employment and development major programme, studies will be carried out and national workshops and study tours will be organised to promote the ratification and implementation of the Rural Workers' Organisations Convention, 1975 (No. 141), and the Indigenous and Tribal Peoples Convention, 1989 (No. 169). Under the Training major programme, equal access to vocational training for indigenous and tribal peoples will be promoted. Case studies on wage negotiations to be carried out by the

Industrial relations and labour administration major programme will contribute to improved implementation of the Collective Bargaining Convention, 1981 (No. 154). Resources devoted to advisory services under this major programme have been increased to allow for expanded assistance to countries in the formulation and revision of their labour legislation. This has a direct impact on the implementation of a wide range of international labour standards.

35. Several activities under the Working conditions and environment major programme will support the implementation of specific standards. These include: a compilation of practical measures for the reduction of noise in industry (the Working Environment (Air Pollution, Noise and Vibration) Convention, 1977 (No. 148)); the promotion of an international system of classification of hazardous chemicals (the Chemicals Convention, 1990 (No. 170)); and information dissemination on measures to help workers with responsibilities for children, the elderly or the disabled (the Workers with Family Responsibilities Convention, 1981 (No. 156)). In addition, a meeting of experts will examine a draft code of practice designed to complement the provisions of the Chemicals Convention. A study of labour legislation affecting plantation workers and a national tripartite workshop will be carried out by the Sectoral activities major programme as part of its promotional activities for the Plantations Convention, 1958 (No. 110). The Employers' activities major programme will undertake special promotional activities to increase awareness of ILO standards and promote their implementation. The Workers' activities major programme will examine ways in which trade unions can press for ratification of various ILO instruments.

36. Many of the activities proposed under the interdepartmental projects are directly related to standards. The central objective of the project on equality for women in employment is to strengthen awareness and implementation of international labour standards dealing with equal remuneration, discrimination in employment, maternity protection, workers with family responsibilities, social security and collective bargaining. Similarly, the interdepartmental project on the elimination of child labour will seek to create the conditions for, and promote the ratification and wider observance of, international labour standards on child labour, especially the Minimum Age Convention (No. 138) and Recommendation (No. 146).

37. While their emphasis will be on the implementation of standards, the 1992-93 proposals also include preliminary work which could lead to the development of new or revised standards. Under the Working conditions and environment major programme, the protection of workers' privacy will be the subject of a draft code of practice covering issues such as forms of monitoring, information disclosure, access to personal data, and authorised uses of data. This major programme will also begin work aimed at developing standards on safety, health and working conditions in mines. In addition, three meetings of experts will be held in 1992-93 on subjects which could lead to recommendations concerning possible new or revised instruments. These meetings concern disciplinary rules and procedures, working time, and equality of treatment in matters of social security and social protection.

Equality of opportunity and treatment between men and women

38. The promotion of equality of opportunity and treatment between men and women is a fundamental objective of ILO action on human rights. It will continue to be given high priority in 1992-93. Action will be based on the 1985 Conference resolution on equal opportunities and treatment for men and women in employment, the Nairobi Forward-Looking Strategies and the ILO Plan of Action approved by the Governing Body in 1987. The new organisational arrangements established in 1990-91 will be continued. The Special Adviser on Women's Questions will provide guidance and encourage co-ordination, notably through the Inter-departmental Committee on the Implementation of the ILO Plan of Action, and ensure liaison with other international organisations, particularly in the UN system, on matters concerning women. The position concerning women in development in major programme 150 (Programming and co-ordination of technical co-operation) will be maintained, as will the positions of the four regional advisers dealing with women's issues in the developing regions.

39. In recognition of the need for a coherent, multidisciplinary approach to increase the effectiveness of ILO activities in this field, one of the projects in the new major programme 140 (Interdepartmental projects) will be devoted to the issue of equality for women in employment. This interdepartmental project is briefly summarised earlier in the Introduction and is described in detail under major programme 140.

40. Apart from the activities encompassed by this project, several major programmes will carry out specific work on issues of equality of treatment between men and women, in addition to incorporating women's issues in their overall programmes. Under the International labour standards and human rights major programme, a general survey will be prepared on the Workers with Family Responsibilities Convention (No. 156) and Recommendation (No. 165), 1981, on the basis of reports submitted pursuant to article 19 of the Constitution. Several RBTC-financed seminars will be organised on the subject of equality of opportunity. Under the Employment and development major programme, activities in favour of women workers in rural areas will aim at assisting governments and employers' and workers' organisations (including rural women's own organisations) in the design and implementation of action programmes to improve employment and incomes. Studies will be undertaken and a series of meetings and workshops will be organised on the effects of structural adjustment on rural women. Work launched in 1990-91 on the employment and living conditions of foreign female domestic workers in Southern Europe and Asia

will be extended to the Americas. Under the Training major programme, activities will include an assessment of training opportunities for women in the informal sector, and the elaboration of strategies and approaches to meet the training needs of women refugees. Work on job classification and equal pay under the Industrial relations and labour administration major programme will be continued as a complement to the interdepartmental project. Also complementing that project, activities under the Working conditions and environment major programme will cover issues that are in principle of concern to both men and women, but which in practice particularly affect women, such as the provision of care for elderly and handicapped family members and the protection of homeworkers. Under the Workers' activities major programme, an RBTC-financed regional seminar on women's participation in rural workers' organisations in Africa will be organised.

41. Several of the meetings forming part of the programme of industrial meetings for 1992-93 will deal with the issue of equality. Thus, the technical report for the Standing Technical Committee for Health and Medical Services will deal with equality of men and women in such services, and the technical report for the Joint Committee on the Public Service will consider terms and conditions of employment of part-time and temporary workers in the public service.

42. Practical action to promote equality for women will be a major objective of ILO technical co-operation. Regional advisers on women's issues in Asia, Africa, the Arab States and Latin America will pay particular attention to promoting technical co-operation activities that benefit women through increased access to employment and training, better social protection and the development of women's organisations. Training in project design and evaluation and the monitoring of project documents, carried out in close collaboration between major programmes 150 (Programming and co-ordination of technical co-operation) and 200 (Programming and management), the Special Adviser on Women's Questions and the four regional advisers, will emphasise the need to take into account issues relating to women in development in the design and implementation of all technical co-operation projects, as called for in the ILO Plan of Action.

Employment promotion and structural adjustment

43. Employment promotion, particularly in the context of structural adjustment, will remain a priority for the work of the Office. The proposals take account of the Conclusions of the High-Level Meeting on Employment and Structural Adjustment (1987), discussions in the Governing Body Committee on Employment, and the reports of various regional meetings on the same theme. The Inter-departmental Task Force on Structural Adjustment, Training and Employment established in 1989 will continue to coordinate ILO work in this field, including relations with the World Bank, IMF and UNDP. One of the projects in major programme 140 (Interdepartmental projects) will focus on the labour policies necessary to promote employment in the context of structural adjustment. The culmination of the activities envisaged under this project will be a second high-level meeting which will prepare an ILO policy statement on this subject to be approved by the Governing Body.

44. It is desirable that as far as possible structural adjustment programmes should be oriented towards higher levels of employment and be designed to minimise adverse social effects. To this end activities under the Employment and development major programme will include the preparation of a comprehensive policy framework for promoting growth with high employment, and the examination of the effects of different adjustment policies on employment, income distribution, equality between the sexes and poverty, taking account also of the links between macroeconomic policies and rural poverty. Particular attention will be paid to the impact of structural change on rural women. Case studies will be undertaken of the distributional consequences of market liberalisation for farmers, consumers and middlemen in Africa and of the implications for production, employment and poverty of the rise in the relative price of food resulting from structural adjustment programmes. In addition, an evaluation will be carried out of several of the special funds set up by multilateral lending and bilateral donor agencies to mitigate the costs of adjustment. Assessments of the employment effects of structural adjustment on the informal sector, and on international migration flows, will also be studied.

45. Under the Training major programme, an in-depth study will be undertaken of the large-scale retraining of workers in depressed industries which has taken place in several countries as a result of structural adjustment measures. Under the Industrial relations and labour administration major programme, an evaluation will be prepared of the measures taken in specific countries to make civil service pay more responsive to the changing labour market conditions brought about by structural adjustment. An assessment of the conditions for co-operative development in Africa will be carried out under the Sectoral activities major programme, particularly in the context of the need to accumulate finance for productive infrastructure investments to compensate for expenditure reductions due to structural adjustment programmes. This major programme will also undertake activities on the impact of structural adjustment in various industries and on public sector reforms including those in the education and health services in particular. The role of employers' organisations in the introduction of employee stock-ownership programmes, which are a response to structural adjustment and privatisation, will be reviewed in work under the Employers' activities major programme. A study under the Workers' activities major programme will examine how research and workers' education can assist trade unions to evolve effective responses to structural adjustment.

46. In the Central and Eastern European countries and certain developing countries, the main feature of structural adjustment is a transition from a

centrally planned economy to a market economy. Studies will be undertaken and policy advice offered on various aspects of this transition by several major programmes. The Employment and development major programme will review the employment and distributional aspects of the transition programmes adopted by several countries. Work will also be done on employment mobility at the enterprise level and the employment effects of a switch to performance-related pay systems. The Training major programme will identify the practical implications for management practices, managerial profiles and the training and development of managers, which are brought about through an increased emphasis on flexibility, competition, productivity and efficiency. The Industrial relations and labour administration major programme will seek to develop the capacity of these countries to manage their emerging labour market problems, especially as regards the redeployment of workers.

47. Many of the political and economic transformations that certain countries, and particularly those in Central and Eastern Europe, are undergoing have an impact on various aspects of labour relations, including collective bargaining, workers' participation, labour disputes settlement and remuneration. These changes call for fundamental revisions of existing labour laws. The resources for advisory services in the Labour law and labour relations programme are increased in 1992-93 to meet the increasing number of requests for assistance in this field. Provision has also been made for advisory services under the Social security major programme in connection with the identification of specific problems in relation to social security systems which arise in the transition from a centrally planned to a market economy. Special provision for advisory services to Central and Eastern Europe, as well as increased RBTC resources, has been included under major programme 280 (Field programmes in Europe). In addition the Employers' activities major programme will assist newly created employers organisations, and the Workers' activities major programme will assist trade unions to adopt policies needed to protect workers' rights and interests in situations of rapid political, economic and social change.

The rural and informal sectors

48. The ILO's commitment to the elimination of poverty implies the need to assist the 60 per cent or more of the world's labour force whose livelihood depends on economic activities outside the modern organised sector. Thus work on the rural and informal sectors will remain a priority. The people concerned include the peasants, tenant farmers and family workers who constitute the vast mass of the rural poor in many countries; workers in unregistered small enterprises who frequently have to endure long hours of labour in poor or dangerous working conditions; and also many unemployed or underemployed people.

49. The structural adjustment programmes implemented in the 1980s have often had an adverse social impact on the poor. A study under the Employment and development major programme will examine the manner in which these policies have affected rural poverty and employment, as well as the behaviour of rural labour markets and the survival strategies of rural households. Particular attention will be paid to the effects on rural women. In Africa market liberalisation has modified agricultural production patterns and the way in which wages are set out in the rural sector. The impact of these changes on employment patterns, and on the ability of farmers to cope under free market conditions will be studied in several countries. Other issues to be studied by this major programme include how shifts in relative prices affect production of food and access to it, and how advances in biotechnology related to food production affect employment and income distribution.

50. Activities in favour of casual and unprotected workers in rural areas will be undertaken in 1992-93 by the Employment and development and Sectoral activities major programmes. These include a review of the changing composition of the rural labour force which is increasingly temporary and casual, and sectoral reviews of the construction, plantations, forestry and wood industries. Under the Sectoral activities major programme, the Plantations Convention, 1958 (No. 110), will be promoted by a study on labour legislation specific to plantation workers and by the organisation of a national tripartite workshop on the social and economic conditions in plantation agriculture. Work will also be undertaken under the Employment and development major programme on the living and employment patterns of indigenous and tribal peoples, inter alia to promote the observance of the Indigenous and Tribal Peoples Convention, 1989 (No. 169). Other work under the Training major programme will be aimed at promoting equal access to vocational training and special training programmes for these peoples. An in-depth review will be carried out under the Employment and development major programme of the ILO's organisation-building and income-generating activities in favour of rural women in the last decade.

51. Under the Workers' activities major programme, assistance will be given to rural workers' organisations to enable them to expand and strengthen their structure and their participation in rural development. Audio-visual aids for rural workers' education will be produced, and an RBTC-financed regional seminar will be held in Africa. Under the Employment and development major programme, the ratification and implementation of the Rural Workers' Organisations Convention, 1975 (No. 141), will be promoted by means of two tripartite national seminars, and a comparative analysis will be prepared of the socio-economic effects of this Convention in some of the countries which have ratified it. Assistance will also be given to organisations of women workers in rural areas.

52. Under the Employment and development major programme, assistance will continue to be given to member States in designing and carrying out labour-intensive works schemes as an instrument of

employment promotion and long-term income generation in rural areas. Particular attention will be paid to rural transport needs and to the development of training materials on labour-based construction and maintenance. In addition to the ongoing evaluation of labour-based works schemes, a methodology of evaluation of the socio-economic impact of rural development projects will be developed. Other activities under the Training major programme will include the preparation of a manual on how to expand small vocational training projects to the national or regional level.

53. Activities designed to assist workers in the urban informal sector in developing countries to improve their productivity and incomes and to extend appropriate measures of social protection to them will take particular account of the 1990 Conference resolution and conclusions concerning self-employment promotion, and of the discussion of the Director-General's Report to the Conference in 1991, which will focus on the informal sector. Activities under the Employment and development major programme will include technical advisory services on the design and implementation of policies to encourage employment and income generation in the urban informal sector. Studies in selected Asian and African countries will assess the nature and importance of regulatory barriers and their impact on various categories of micro-enterprises. Advisory services and technical co-operation activities will continue on the use of improved technologies and a study will be undertaken on the constraints preventing their widespread adoption. Taking account of the important role of technological information in the adoption of improved technologies, a study will be carried out on the means by which technological information is obtained by small enterprises. In addition, the services offered by the Information Service for Technological Alternatives for Development (INSTEAD) will be expanded to include training activities for documentalists and managers of national technological information systems.

54. Work under the Training major programme will seek to adapt training schemes for self-employment and income generation which were successful in the rural sector to the urban informal sector. It will also investigate the conditions under which informal training schemes can be made available to more women. Under the Labour information and statistics major programme, a meeting of experts will discuss the statistical measurement of informal sector employment. It is envisaged that this subject will also be on the agenda of the Fifteenth International Conference of Labour Statisticians, with a view to the adoption of a resolution or recommendation. Research activities under the Employers' activities major programme will study the role of the informal sector in promoting self-employment and in job creation and income generation in Africa.

Environment and the world of work

55. Environmental concerns were highlighted in the Medium-Term Plan 1990-95 and were first cited as a priority for the ILO in the 1990-91 Programme and Budget. The Director-General's proposal in the Preliminary consultation paper that environmental protection should be a priority theme for 1992-93 was widely endorsed in the Programme, Financial and Administrative Committee and the Governing Body. The discussion at the 1990 Conference of the Director-General's Report on environment and the world of work and the resolution adopted by the Conference on environment, development, employment and the role of the ILO confirmed that this issue should be given high priority in the 1992-93 Programme and Budget.

56. In formulating specific proposals, the Director-General has taken care to ensure that, as emphasised in the Governing Body and Conference discussions, the ILO's activities in the field of environment should avoid duplication with those of other organisations and should remain within the ILO's own mandate. The proposals submitted in this document cover a wide range of topics and constitute an extensive programme of activities clearly within the competence of the ILO.

57. Two elements of this programme are particularly important.

58. One is a Tripartite Advisory Meeting on Environment and the World of Work. Specifically called for in the 1990 Conference resolution, this meeting will advise the Governing Body on future ILO work relating to this subject and particularly on the ILO's follow-up to the United Nations Conference on Environment and Development to be held in Brazil in June 1992. Although it is shown under the Working conditions and environment major programme, the meeting will cover the whole range of ILO action concerning the environment.

59. The second important element is the inclusion of an item on the agenda of the 79th (1992) Session of the Conference, as decided by the Governing Body at its 248th Session, on the prevention of industrial disasters (major hazard control system). Such disasters are fortunately rare but when they do occur their effects often extend far beyond the workplace and can cause lasting damage to the environment. The adoption of international standards on this subject will be a concrete and extremely significant ILO contribution to the protection not only of the working environment but also of the general environment.

60. Substantial other work on issues relating to the environment will be carried out under several major programmes.

61. The Employment and development major programme will examine the complex relationships between environment, employment and technology and, in particular, how employment and poverty are affected by environmental degradation and to what extent environmental degradation is related to inappropriate technology choices. Since environmental de-

71. The proposals regarding regional meetings correspond to the cycle previously agreed by the Governing Body and take account of the reforms decided upon in 1989. Thus meetings are to be held of members of the Governing Body from Europe and Asia, and regional conferences will be convened for the Americas and Africa, respectively. The biennium 1992-93 will be the first in which two regional conferences are to be held.

72. In the preparation of these proposals careful consideration was given to the possibility of organising a World Training Conference. Such a conference is highly desirable in order to encourage a comprehensive discussion of policy issues and the needs of member States in this vital field of human resource development. However, the budgetary constraint makes it impossible to envisage the organisation of such a conference unless extra-budgetary resources become available for this purpose.

73. The major industrial meetings proposed for 1992-93 will cover inland transport; the leather and footwear industry; iron and steel; building, civil engineering and public works; the metal trades; and salaried employees and professional workers. The smaller industrial meetings will deal with health and medical services; the public service; the pulp and paper industry; offshore petroleum installations; accident prevention on board ship; the conditions of employment and work of performers; and the clothing industry. In accordance with the decision of the Governing Body, following discussions in the Industrial Activities Committee in May 1990, provision is also made for two smaller industrial meetings on subjects to be determined at a later date. The proposals concerning the major industrial meetings take account of the results of the seventh general review of the membership of the Industrial and analogous Committees.

74. Sixteen technical meetings are proposed for 1992-93 (one more than in 1990-91). These are listed in Information Annex No. 9.

75. As in the past, two meetings of the Committee of Experts on the Application of Conventions and Recommendations are included. Two other meetings relate directly to potential international labour standards. The first concerns disciplinary rules and procedures, and the second will deal with social security and equality between men and women. Meetings on safety in the use of chemicals at work and on working time are intended to lead to the adoption of Codes of Practice now under preparation by the Office. The Meeting of Experts on Labour Statistics and the Fifteenth International Conference of Labour Statisticians are inter-related, the former laying the foundation for the adoption of new standards by the latter. A meeting of the International Panel of Consultants on Co-operatives, first proposed for 1990-91, is now planned for 1992-93. Meetings of two ILO/WHO Joint Committees, one on occupational health in general, and the other on the health of seafarers, will seek to ensure complementarity between the programmes of the two organisations in these fields.

76. Advice on future ILO action in two priority areas will be provided to the Governing Body by a Second High-Level Meeting on Employment and Structural Adjustment and a Tripartite Advisory Meeting on Environment and the World of Work. A further meeting concerning the environment will be a Symposium on Workers' Education and the Environment. Finally, an innovation in these proposals is the provision for two tripartite meetings on subjects to be determined by the Governing Body at a later date.

Regular budget technical co-operation

77. In spite of the constraint on the overall budget, a real increase is proposed in the allocation for regular budget technical co-operation (RBTC). The Director-General considers such an increase – amounting to some $98,000 – essential in order to provide more resources for activities in Central and Eastern Europe without reducing those for the developing regions. Indeed the RBTC resources for each of these regions will also be increased by reducing the RBTC resources to be made available to most of the headquarters departments, with the exception of International labour standards and Employers' and Workers' activities.

78. Apart from this modest increase in the total amount of RBTC, which at $28 million remains less than 9 per cent of the budget, efforts will be made to enhance the effectiveness of the utilisation of RBTC. In recent years a number of continuing, full-time positions at headquarters and field offices have been funded from RBTC resources. It is planned to cease using the RBTC allocation in this way as from 1992-93, in order to release more funds for field projects and activities. A number of expert positions in the ILO's regional centres in the developing regions will, however, continue to be financed from RBTC pending a review of alternative possibilities for financing or alternative means of providing the required services.

79. It is also important to ensure that RBTC resources provided to the headquarters technical programmes are used in a manner consistent with the needs of member States. To this end, the Director-General envisages that authority for the disbursement of these funds should gradually be transferred to the regional departments which have the responsibility of maintaining close contact with the ILO's constituents. A first step in this direction will be the increase in RBTC resources, amounting to some $524,000, for the regional departments.

80. The most important innovation in the use of RBTC will be a special emphasis on promoting the practical implementation of international labour standards. Priority will be given to providing, on request, advice or assistance to governments in giving effect to requests and recommendations made by the Conference Committee on the Application of Standards and the other supervisory bodies. Advisory, educational, informational and promotional activities aimed at wider and fuller implementation of standards, whether ratified or not, will be expanded. In cer-

erwise not be available to the Organisation." These include educational activities to promote tripartism among future policy makers outside the Organisation; to exchange views on social policy issues in an environment free of the constraints of formal negotiations; to bring the ILO's concerns to the attention of a wider intellectual and academic community which does not normally participate in the work of the ILO; and to open new cross-sectoral perspectives for future ILO action. The proposals for the biennium 1992-93 will focus on the relationship between labour institutions and economic and social progress, to explore the relationship between labour institutions and macroeconomic performance, and the implications for growth and equity. This is an area which has been insufficiently explored in the past. The possibility will be explored of forming teams of officials from different departments of the ILO, to examine issues which may have major implications for the future priorities of the Organisation, and to generate longer-term interdepartmental perspectives. In this way the Institute will be able to contribute more directly to the future orientation of ILO activities and establish more effective working links with the technical departments.

The Turin Centre

86. The Turin Centre presented a "Development Plan" to its Board in November 1990 and this was subsequently discussed by the Programme, Financial and Administrative Committee of the Governing Body. The Plan, which was well received in both discussions, defined the future direction of the Centre in terms of its status, mission, technical competence, the range of activities to be undertaken at the Centre's own premises and in the regions, and the investments which would be necessary in terms of staff and equipment. In order to ensure that the plan is implemented in the most effective manner possible, the Centre intends to reorganise its technical staff into three main units: one will deal with regular programmes at the Centre and the organisation of high-level seminars and meetings; a second will deal with training in the context of technical co-operation programmes and with special emphasis on region-specific needs and requirements including the countries of Central and Eastern Europe; the third will deal with research and development, publications, and information storage and retrieval.

87. The plan gives particular emphasis to the close harmonisation of the Centre's work with that of the ILO in respect of training programmes in a wide range of fields, particularly those relating to the ILO's main priority themes, as well as those traditionally emphasised in the work of the Centre. The Centre will assist in the design and organisation of courses directly commissioned by the ILO, financed either from the regular budget or from extra-budgetary resources. The Centre will also seek additional extra-budgetary resources for programmes consistent with the ILO's present priorities. The trend toward national execution of projects will lead the Centre to further develop its programme in the area of management of technical co-operation and field co-ordination designed for senior UN system officials and their national counterparts. Particular attention will be given to developing and testing educational materials and techniques, in order to meet the needs of several of the technical departments and the regional training centres. Finally the Centre will continue to be responsible for the administration of a large proportion of ILO technical co-operation fellowships.

Collaboration with other organisations in the UN system

88. The ILO collaborates very actively with a wide range of international organisations, particularly those in the United Nations system. Many examples of such collaboration are given in the descriptions of activities under each of the technical major programmes. Some of the more important fields of collaboration are summarised below.

89. The International Development Strategy for the Fourth United Nations Development Decade begins on 1 January 1991. The ILO will be closely involved in monitoring progress achieved with respect to those parts of the Strategy in its field of competence. This collaboration will take the form of contributions to the work of the ACC and its subsidiary bodies, and ECOSOC.

90. The ILO will also continue to work closely with and participate in various intergovernmental and inter-agency bodies including particularly the United Nations Commission on Human Rights, the Committee on the Elimination of all Forms of Discrimination against Women, the ACC Task Force on Long-Term Development Objectives and the ACC Task Force on Rural Development. In addition, work will be undertaken in support of the World Programme of Action concerning Disabled Persons. The ILO will increase its collaboration with the UN in connection with the System-wide Plan of Action adopted for the UN Decade against Drug Abuse. Special emphasis will be placed on drug abuse reduction in the workplace and the rehabilitation of drug-dependent persons. Increased collaboration will also be necessary in the field of the environment, particularly in the preparation of the UN Conference on Environment and Development. As indicated above, a tripartite advisory meeting will be held to consider the ILO follow-up to this Conference. Finally, meetings will be held of the Joint ILO/WHO Committee on Occupational Health and the Joint ILO/WHO Committee on the Health of Seafarers.

Prior consultation and co-operation with the United Nations and other specialised agencies in the United Nations system

91. The Director-General intends to implement the programme in close consultation and co-operation with the other agencies of the United Nations system. Consequently, whenever possible, the programme descriptions identify those work items in respect of which joint endeavours seem most appropriate. Co-operation will in practice extend to a much wider range of activities. In accordance with established inter-agency procedures, the Director-General will

consult the heads of the other organisations on these Programme and Budget proposals and will inform the Programme, Financial and Administrative Committee of any observations he receives before the February-March 1991 Session of the Governing Body.

The modernisation of the Office

92. In the past decade the use of computer workstations has gradually become commonplace in the Office, both at headquarters and in the regions. Apart from the obvious applications such as text-processing and the operations connected with financial accounting of the Office, many more specialist applications have been or are being developed. Some of these involve systems to improve the cost-effectiveness of the use of resources within the Office, by making it possible to do administrative work in a more efficient and sometimes more economical fashion. Other applications involve the development of databases which are accessible to ILO constituents and other organisations outside the ILO. To provide access to these administrative applications and technical databases, many of which form part of ILIS (the International Labour Information System), there are now some 1,500 workstations at headquarters, which has led to certain infrastructural problems such as cabling, of which the Programme, Financial and Administrative Committee was already informed in November 1990.

93. During the period in which this major expansion in computer applications has been taking place in the Office, there has been very limited growth in the resources of the Computer systems programme, in terms both of equipment and staffing. It has now become essential to begin to correct this situation in order to ensure maximum efficiency and cost-effectiveness in the use of the mainframe computers and the individual workstations in the building and in the regional departments. These proposals therefore include a limited provision of some $660,000 to finance a leasing arrangement for the equipment required to increase the capacity of the main IBM mainframe computer. In addition the staffing of this programme is to be slightly increased and would have been increased further were it not for the overall budgetary constraint.

94. In future biennia the continued development of information systems will remain essential in order to enable economies to be achieved elsewhere in the Office through efficiency gains in administrative work. Further investments in computer hardware are likely to be required in the biennium 1994-95 and subsequently. Investments may also be needed in the field of telecommunications facilities, including the possible replacement of the existing ILO telephone exchange. Equipment purchases will also be necessary for the same reasons in many ILO field offices. These developments are similar to those in many similar organisations throughout the world. Significant capital investments in technology are required from time to time, and the pace of technological change is such that the timing of a new investment often cannot be predicted more than one or two years in advance. However, the ILO, like other intergovernmental organisations, has a programme budgeting system which requires precise statements of anticipated future expenditure.

95. In the view of the Director-General it has therefore become essential to envisage the establishment of some form of equipment investment fund to deal with the periodic need to update computer, telecommunications and other costly equipment at ILO headquarters and in the field offices. As the timing and size of such equipment investments cannot be accurately predicted, the operation of such a fund would have the advantage of evening out expenditure over time. It would be financed by payments through the budget, the size of which would remain fairly constant over a number of biennia, and any unspent funds at the end of a biennium would be carried forward to the following biennium. The biennial amount required might be of the order of $1 million or more and there would be periodic reporting of expenditure incurred to the Governing Body through the Programme, Financial and Administrative Committee. This issue will be taken up again in the preliminary consultation paper to be submitted to the Governing Body in February-March 1992 concerning the Programme and Budget proposals for the biennium 1994-95.

Productivity improvements and other economies in administrative work

96. As indicated earlier in the Introduction, these proposals imply a substantial reduction in the resources for administrative, service and support work in the Office. These economies have been achieved, in part through the computerisation of various activities, but also by rearrangements in working methods, by reducing spare capacity in certain services to the absolute minimum, and by eliminating lower priority activities. In many cases a certain amount of difficulty will inevitably arise in implementing them. The paragraphs which follow mention some examples of such economies, of which further details are given in the description of activities under each major programme.

97. Under programme 120.2 (Library) an important economy results from the subcontracting of certain work previously done by serving staff to external collaborators.

98. Under the Personnel major programme the decision to increase the fees for language courses to be charged to persons outside the ILO enables a reduction in staff training resources under the regular budget, although the total provision for training of ILO staff will be slightly increased. The General Service resources under regular budget for this major programme are also decreased, which may result in delays in the payment of entitlements to serving staff. However, it is hoped that the progressive computerisation of operations in this department should minimise the risk of such delays. In the coming years it is hoped that the productivity gains to be realised through the development of the Personnel Information and Payroll System (PERSIS) will com-

pensate in some measure for the increased workload arising from the implementation of a more active personnel policy than is possible under current conditions, and from the increase in work due to the complex decisions regarding personnel matters constantly being made by the International Civil Service Commission and the United Nations General Assembly.

99. Considerable savings are envisaged under major programme 170 (Financial and central administrative services) by a variety of means, including particularly a reduction in the stocks of fuel oil and office supplies. There is also some reduction in staff resources in the Budget and finance and the Treasury and investments programmes due to decentralisation of accounting functions and certain productivity gains.

100. The reduction in the resources allocated to the Editorial and document services major programme is associated with the intention to apply a policy of more selectivity in the publication of books. Resources have also been somewhat reduced for work related to the preparation of documents for conferences and meetings following the introduction of new equipment. A certain risk may arise from these economies, but every possible effort will be made to ensure that services to ILO meetings are maintained at acceptable levels.

101. An economy is being realised under the Legal services major programme by combining certain secretarial and documentalist duties. In the Programming and management major programme economies have been achieved by combining two secretariats, and reducing the number of lower priority audits.

102. A productivity gain of some $0.5 million is envisaged for translation work under the Relations and meetings major programme and other significant economies result from the elimination of specific provision for a protocol officer and services for visitors to the ILO (although these functions will continue to be performed, albeit in a more ad hoc and flexible manner).

The budgetary aspects of the proposals

103. The Programme and Budget proposals for 1992-93, valued at the 1990-91 budget rate of exchange of 1.75 Swiss francs to the US dollar, amount to $379,479,000, representing an increase of 14.8 per cent of the 1990-91 approved budget of $330,440,000. This is entirely attributable to cost increases, since there is no change in the programme level in real terms. This level of cost increases is necessary mainly because of the need to provide for unbudgeted costs in 1990-91 (higher than budgeted inflation and changes in salaries and benefits which were decided upon by the UN General Assembly and the ICSC subsequent to the adoption of the budget by the Conference), and for inflation in 1992-93 at rates higher than those budgeted in 1990-91. Full information on cost increases is given in Information Annex No. 2.

104. It is recalled that a system of Swiss franc assessments combined with the forward purchasing of the biennium's dollar requirements was introduced in 1990-91. Under this system, the final budget rate of exchange for 1992-93 will be set at the market rate at the time the budget is reviewed by the Conference Finance Committee of Government Representatives. These proposals have accordingly been valued at the same budget rate of exchange (1.75 Swiss francs to the US dollar) as for the 1990-91 Programme and Budget, to facilitate comparison at the major programme level; the final value of the proposals in both US dollar and Swiss franc terms will depend on the exchange rate fixed by the Conference upon the adoption of the Budget.

105. As an indication, however, at the December 1990 UN rate of exchange of 1.27 Swiss francs to the dollar, the proposed budget level in dollar terms would be some $472.7 million with resulting assessments of some 600.3 million Swiss francs.

Guide to the presentation of the Programme and Budget document

Changes in the presentation of the document

1. These Programme and Budget proposals incorporate a number of changes in presentation designed to increase clarity, facilitate reading and reduce the volume of the document. They have been prepared for the first time using a completely computerised technology which assembles the text and resource tables together. The text is presented in dual-column format and each paragraph in the description of activities under the technical major programmes is preceded by a headline indicating the subject of the proposed work item. In order to make it easier for the reader to find specific information, the table of contents has been greatly expanded, and for the first time, as requested by many members of the Governing Body, a comprehensive index has been prepared.

2. Changes have also been made in the presentation of financial information in order to make this information more accessible and easier to analyse. The information previously included in the financial summary and explanatory notes is now presented in a different way. The most important financial and resource features are summarised in the concluding section of the Introduction, and detailed information on the cost increases proposed is contained in Information Annex No. 2. The charts and graphs which previously appeared near the beginning of the document are now contained in Information Annex No. 10.

3. The Director-General would welcome the comments of the Programme, Financial and Administrative Committee on the new form of presentation of this document, and suggestions for further improvements.

Changes in the format and location of the resource tables

4. Several changes have been made in the resource tables. The objective has been to go some way towards separating the very detailed resource data from the main body of the text. Thus, for each major programme the usual summary table prefaces the description of the activities envisaged. A short summary table concerning the resources to be allocated at the programme level is shown under each programme heading. An example of the new summary resource table is shown below.

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	18/10
GENERAL SERVICE WORK-YEARS	10/00
NON-STAFF COSTS EXCLUDING RBTC	$225,393
RB TECHNICAL CO-OPERATION (RBTC)	$634,730
TOTAL	**$3,330,359**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	6/08
GENERAL SERVICE WORK-YEARS	5/00
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$955,740**
TECHNICAL CO-OPERATION	$6,478,000

5. The upper part of the table indicates the regular budget resources, including RBTC. The lower part of the table shows the resources expected to be available from sources other than the regular budget (in the case of most major programmes this is programme support income). The anticipated delivery of technical co-operation funded by the UNDP and other donors is also shown.

6. The resource tables containing detailed data at the subprogramme level are now shown at the end of each major programme. The means of action tables, which were previously shown under each major programme, have now been assembled together in a new Information Annex No. 6.

7. It should be emphasised that these changes in presentation do not imply any reduction in the amount of detailed resource data shown in this document.

Resource information contained in the tables and information annexes

8. The various tables and information annexes in the document give resource information at several levels. Summary tables 1 and 2 give information on the total proposed budget by major programme. Summary table 1 compares the approved budget for 1990-91 by major programme with the proposed 1992-93 budget both in constant dollars (i.e. before any adjustments have been made for cost increases) and recosted (i.e. after cost increases have been added). In both cases, the proposals are valued at the Swiss franc/US dollar budget exchange rate for 1990-91 as explained in paragraph 13 below. Summary table 2 gives a detailed analysis of the comparisons shown in summary table 1, distinguishing between programme growth expressed in constant 1990-91 dollars and cost increases due to the effects of

inflation and statutory increases in salaries and allowances. Details of the criteria used to determine the cost increases are given in Information Annex No. 2.

9. As mentioned above, the tables which form part of the description of activities for each major programme contain information on the resource level proposed for that major programme at three levels; i.e. major programme, programme and subprogramme. All resource levels shown in these tables are in constant dollars in order to facilitate comparison with the 1990-91 budget.

10. Additional resource information is also given in the information annexes at the end of the document. These are:

a) Information Annex No. 3A – Breakdown by appropriation line and by object of expenditure in constant 1990-91 dollars.
b) Information Annex No. 3B – Breakdown by appropriation line and by object of expenditure – recosted.
c) Information Annex No. 4 – Expenditure estimates and analysis of increases and decreases by object of expenditure.
d) Information Annex No. 5 – Breakdown by appropriation line and by main sources of funds – in constant 1990-91 dollars.
e) Information Annex No. 6 – Breakdown by means of action at 1990-91 cost rates.
f) Information Annex No. 7 – Manpower resources, in work-years, by appropriation line.
g) Information Annex No. 8 – Estimated total cost of technical co-operation projects.
h) Information Annex No. 10 – Illustrative charts concerning proposed resource levels.

11. Finally, to facilitate comparison with the 1992-93 proposals, the presentation of resources for each major programme for 1990-91 in all tables in the document takes account of various structural changes and redistributions of activities that have taken place since the issue of the 1990-91 programme and budget document.

Other information annexes

12. The remaining information annexes give the following details:

a) Information Annex No. 1 – Schedule of established posts. Information is given on established posts funded from the regular budget and from extra-budgetary sources.
b) Information Annex No. 2 – Details of cost increases. Information is given on the assumptions for the calculation of cost increases, including the staff standard cost factors and those agreed by the UN organisations having headquarters or major offices in Geneva.
c) Information Annex No. 9 – Schedule of meetings.

Exchange rates

13. As a result of the new system of Swiss franc assessments, the dollar value of the budget and the Swiss franc amount of the assessments will continue to change until the final budget rate of exchange is set at the market rate when the budget is reviewed by the Conference Finance Committee of Government Representatives. Accordingly, the Programme and Budget proposals for 1992-93 have been prepared at the same rate of exchange as that used for 1990-91, i.e. 1.75 Swiss francs to the US dollar, in order to facilitate comparison at the major programme level.

Adjustment for staff turnover

14. As in previous budgets, an adjustment for staff turnover is deducted from the total estimates for staff resources in Part I of the budget. The estimates under each programme are based on the full amount required to carry out the activities planned. The adjustment of $1,751,838 ($2,014,008 in recosted dollars) assumes savings in connection with the separation of serving staff combined with delayed recruitment of new staff. For 1992-93, the amount of the adjustment is the same in constant dollars as in 1990-91.

Summary tables

1. Proposed expenditure budget by major programme

(in US dollars)

CHAPTER	ITEM	TITLE	1990-91 BUDGET	1992-93 ESTIMATES (IN CONSTANT 1990-91 DOLLARS)	1992-93 ESTIMATES (RECOSTED)
		PART I. ORDINARY BUDGET			
A		**POLICY MAKING ORGANS**			
	10	INTERNATIONAL LABOUR CONFERENCE	10,452,327	9,752,327	10,768,240
	20	GOVERNING BODY	1,878,217	1,678,217	1,846,958
	30	MAJOR REGIONAL MEETINGS	1,097,726	1,841,792	2,183,720
		TOTAL	**13,428,270**	**13,272,336**	**14,798,918**
B		**GENERAL MANAGEMENT**			
	40	GENERAL MANAGEMENT	7,315,365	6,889,697	7,813,766
C		**TECHNICAL PROGRAMMES**			
	50	INTERNATIONAL LABOUR STANDARDS AND HUMAN RIGHTS	13,054,839	12,942,758	14,726,345
	60	EMPLOYMENT AND DEVELOPMENT	13,497,393	12,240,287	13,969,265
	70	TRAINING	10,548,386	9,801,178	11,193,063
	75	TURIN CENTRE	3,400,000	3,400,000	3,893,000
	80	INDUSTRIAL RELATIONS AND LABOUR ADMINISTRATION	7,942,103	7,417,108	8,463,086
	90	WORKING CONDITIONS AND ENVIRONMENT	12,139,114	11,090,808	12,677,051
	100	SECTORAL ACTIVITIES	12,992,274	12,231,393	14,051,104
	110	SOCIAL SECURITY	4,406,241	4,154,506	4,739,205
	115	INTERNATIONAL SOCIAL SECURITY ASSOCIATION	432,294	432,294	494,700
	120	LABOUR INFORMATION AND STATISTICS	19,121,487	19,680,891	22,250,053
	130	INTERNATIONAL INSTITUTE FOR LABOUR STUDIES	3,651,427	3,421,977	3,957,000
	140	INTERDEPARTMENTAL PROJECTS	-	7,172,545	8,241,462
		TOTAL	**101,185,558**	**103,985,745**	**118,655,334**
D		**SERVICE AND SUPPORT ACTIVITIES**			
	150	PROGRAMMING AND CO-ORDINATION OF TECHNICAL CO-OPERATION	2,326,240	2,263,788	2,625,168
	160	PERSONNEL	9,681,565	9,240,550	10,466,361
	170	FINANCIAL AND CENTRAL ADMINISTRATIVE SERVICES	34,047,312	32,400,372	37,168,941
	180	EDITORIAL AND DOCUMENT SERVICES	25,737,045	24,417,979	27,723,740
	190	LEGAL SERVICES	1,850,790	1,786,096	2,030,544
	200	PROGRAMMING AND MANAGEMENT	3,809,629	3,614,384	4,114,006
		TOTAL	**77,452,581**	**73,723,169**	**84,128,760**
E		**RELATIONS**			
	220	RELATIONS AND MEETINGS	20,670,124	20,156,559	23,834,474
	225	EMPLOYERS' ACTIVITIES	2,934,146	3,196,956	3,705,905
	230	WORKERS' ACTIVITIES	8,883,913	8,889,585	10,341,218
	235	PUBLIC INFORMATION	3,737,231	3,183,022	3,607,392
	240	LIAISON OFFICE WITH UNITED NATIONS, NEW YORK	1,576,720	1,562,320	1,789,240
		TOTAL	**37,802,134**	**36,988,442**	**43,278,229**
F		**REGIONAL SERVICES**			
	250	FIELD PROGRAMMES IN AFRICA	24,499,286	25,520,528	29,960,440
	260	FIELD PROGRAMMES IN THE AMERICAS	21,490,868	21,926,932	26,349,844
	265	FIELD PROGRAMMES IN ARAB STATES	4,421,812	4,532,224	5,200,644
	270	FIELD PROGRAMMES IN ASIA AND THE PACIFIC	22,404,974	22,995,334	26,672,383
	280	FIELD PROGRAMMES IN EUROPE	5,756,686	5,946,338	7,243,200
		TOTAL	**78,573,626**	**80,921,356**	**95,426,511**

CHAPTER	ITEM	TITLE	1990-91 BUDGET	1992-93 ESTIMATES (IN CONSTANT 1990-91 DOLLARS)	1992-93 ESTIMATES (RECOSTED)
G		**OTHER BUDGETARY PROVISIONS**			
	290	OTHER BUDGETARY PROVISIONS	15,559,304	15,535,909	16,516,490
		SUB TOTAL	**331,316,838**	**331,316,654**	**380,618,008**
		ADJUSTMENT FOR STAFF TURNOVER	(1,751,838)	(1,751,838)	(2,014,008)
		TOTAL OF PART I	**329,565,000**	**329,564,816**	**378,604,000**
		PART II. UNFORESEEN EXPENDITURE			
	295	UNFORESEEN EXPENDITURE	875,000	875,000	875,000
		PART III. WORKING CAPITAL FUND			
	296	WORKING CAPITAL FUND	-	-	-
		TOTAL (PARTS I-III)	**330,440,000**	**330,439,816**	**379,479,000**

2. Regular budget estimates and analysis of increases and decreases by major programme

APPROPRIATION LINE	(A)	(B)	(C)		(D)		(E)	(F)
	1990-91	1992-93 ESTIMATES IN CONSTANT 1990-91 DOLLARS	PROGRAMME INCREASES (DECREASES)		COST INCREASES (DECREASES)		1992-93	% OF TOTAL BUDGET
	$	$	$	%	$	%	$	%
10 INTERNATIONAL LABOUR CONFERENCE	10,452,327	9,752,327	(700,000)	(6.70)	1,015,913	10.42	10,768,240	2.84
20 GOVERNING BODY	1,878,217	1,678,217	(200,000)	(10.65)	168,741	10.05	1,846,958	.49
30 MAJOR REGIONAL MEETINGS	1,097,726	1,841,792	744,066	67.78	341,928	18.56	2,183,720	.58
40 GENERAL MANAGEMENT	7,315,365	6,889,697	(425,668)	(5.82)	924,069	13.41	7,813,766	2.06
50 INTERNATIONAL LABOUR STANDARDS AND HUMAN RIGHTS	13,054,839	12,942,758	(112,081)	(.86)	1,783,587	13.78	14,726,345	3.88
60 EMPLOYMENT AND DEVELOPMENT	13,497,393	12,240,287	(1,257,106)	(9.31)	1,728,978	14.13	13,969,265	3.68
70 TRAINING	10,548,386	9,801,178	(747,208)	(7.08)	1,391,885	14.20	11,193,063	2.95
75 TURIN CENTRE	3,400,000	3,400,000	-	-	493,000	14.50	3,893,000	1.03
80 INDUSTRIAL RELATIONS AND LABOUR ADMINISTRATION	7,942,103	7,417,108	(524,995)	(6.61)	1,045,978	14.10	8,463,086	2.23
90 WORKING CONDITIONS AND ENVIRONMENT	12,139,114	11,090,808	(1,048,306)	(8.64)	1,586,243	14.30	12,677,051	3.34
100 SECTORAL ACTIVITIES	12,992,274	12,231,393	(760,881)	(5.86)	1,819,711	14.88	14,051,104	3.70
110 SOCIAL SECURITY	4,406,241	4,154,506	(251,735)	(5.71)	584,699	14.07	4,739,205	1.25
115 INTERNATIONAL SOCIAL SECURITY ASSOCIATION	432,294	432,294	-	-	62,406	14.44	494,700	.13
120 LABOUR INFORMATION AND STATISTICS	19,121,487	19,680,891	559,404	2.93	2,569,162	13.05	22,250,053	5.86
130 INTERNATIONAL INSTITUTE FOR LABOUR STUDIES	3,651,427	3,421,977	(229,450)	(6.28)	535,023	15.63	3,957,000	1.04
140 INTERDEPARTMENTAL PROJECTS	-	7,172,545	7,172,545	-	1,068,917	14.90	8,241,462	2.17
150 PROGRAMMING AND CO-ORDINATION OF TECHNICAL CO-OPERATION	2,326,240	2,263,788	(62,452)	(2.68)	361,380	15.96	2,625,168	.69
160 PERSONNEL	9,681,565	9,240,550	(441,015)	(4.56)	1,225,811	13.27	10,466,361	2.76
170 FINANCIAL AND CENTRAL ADMINISTRATIVE SERVICES	34,047,312	32,400,372	(1,646,940)	(4.84)	4,768,569	14.72	37,168,941	9.79
180 EDITORIAL AND DOCUMENT SERVICES	25,737,045	24,417,979	(1,319,066)	(5.13)	3,305,761	13.54	27,723,740	7.31
190 LEGAL SERVICES	1,850,790	1,786,096	(64,694)	(3.50)	244,448	13.69	2,030,544	.54
200 PROGRAMMING AND MANAGEMENT	3,809,629	3,614,384	(195,245)	(5.13)	499,622	13.82	4,114,006	1.08
220 RELATIONS AND MEETINGS	20,670,124	20,156,559	(513,565)	(2.48)	3,677,915	18.25	23,834,474	6.28
225 EMPLOYERS' ACTIVITIES	2,934,146	3,196,956	262,810	8.96	508,949	15.92	3,705,905	.98
230 WORKERS' ACTIVITIES	8,883,913	8,889,585	5,672	.06	1,451,633	16.33	10,341,218	2.73
235 PUBLIC INFORMATION	3,737,231	3,183,022	(554,209)	(14.83)	424,370	13.33	3,607,392	.95
240 LIAISON OFFICE WITH UNITED NATIONS, NEW YORK	1,576,720	1,562,320	(14,400)	(.91)	226,920	14.52	1,789,240	.47
250 FIELD PROGRAMMES IN AFRICA	24,499,286	25,520,528	1,021,242	4.17	4,439,912	17.40	29,960,440	7.90
260 FIELD PROGRAMMES IN THE AMERICAS	21,490,868	21,926,932	436,064	2.03	4,422,912	20.17	26,349,844	6.94
265 FIELD PROGRAMMES IN ARAB STATES	4,421,812	4,532,224	110,412	2.50	668,420	14.75	5,200,644	1.37
270 FIELD PROGRAMMES IN ASIA AND THE PACIFIC	22,404,974	22,995,334	590,360	2.63	3,677,049	15.99	26,672,383	7.03
280 FIELD PROGRAMMES IN EUROPE	5,756,686	5,946,338	189,652	3.29	1,296,862	21.81	7,243,200	1.91
290 OTHER BUDGETARY PROVISIONS	15,559,304	15,535,909	(23,395)	(.15)	980,581	6.31	16,516,490	4.35
ADJUSTMENT FOR STAFF TURNOVER	(1,751,838)	(1,751,838)	-	-	(262,170)	14.97	(2,014,008)	(.53)
TOTAL PROGRAMMES OF ACTIVITY	**329,565,000**	**329,564,816**	**(184)**	-	**49,039,184**	**14.88**	**378,604,000**	**99.77**

APPROPRIATION LINE	(A)	(B)	(C)		(D)		(E)	(F)
	1990-91	1992-93 ESTIMATES IN CONSTANT 1990-91 DOLLARS	PROGRAMME INCREASES (DECREASES)		COST INCREASES (DECREASES)		1992-93	% OF TOTAL BUDGET
	$	$	$	%	$	%	$	%
FINANCIAL FACTORS								
295 UNFORESEEN EXPENDITURE	875,000	875,000	-	-	-	-	875,000	.23
296 WORKING CAPITAL FUND	-	-	-	-	-	-	-	-
TOTAL	**330,440,000**	**330,439,816**	**(184)**	**-**	**49,039,184**	**14.84**	**379,479,000**	**100.00**

Draft budget of expenditure and income for 1992-93

1. The draft expenditure and income budget in the form required for adoption by the Conference, with the corresponding figures for 1990-91, is shown below.

2. Both the 1990-91 and the 1992-93 dollar expenditure figures are based on an exchange rate of 1.75 Swiss francs to the US dollar. The income budget is presented in both US dollars and in Swiss francs calculated at the same exchange rate. The final US dollar and Swiss franc amounts will be determined when the Finance Committee of Government Representatives at the 78th (June 1991) Session of the Conference finalises the budget rate of exchange and recommends the draft Programme and Budget for 1992-93 for adoption by the Conference.

3. The contributions payable by member States in 1992 and 1993 will thus depend on the overall budget level, on the budget rate of exchange which is finally set, and on the scale of contributions approved by the Conference.

Expenditure			**Income**				
	1990-91 Budget	1992-93 Estimates		1990-91 Budget		1992-93 Estimates	
	US dollars	US dollars		US dollars	SF	US dollars	SF
Part I							
Ordinary budget	329.565.000	378.604.000	Contributions from Member States	330.440.000	578.270.000	379.479.000	664.088.250
Part II							
Unforeseen expenditure	875.000	875.000					
Total	330.440.000	379.479.000		330.440.000	578.270.000	379.479.000	664.088.250

4. After completing its examination of the draft estimates submitted in this document, the Programme, Financial and Administrative Committee will wish to submit to the Government Body for proposal to the International Labour Conference a draft resolution for the adoption of the Programme and Budget for the 63rd financial period (1992-93) and for the allocation of expenses between member States for 1992-93. The proposed text of this draft resolution is as follows:

> The General Conference of the International Labour Organisation, in virtue of the Financial Regulations, passes for the 63rd financial period, ending 31 December 1993, the budget of expenditure of the International Labour Organisation amounting to $.......... and the budget of income amounting to $.........., which, at the budget rate of exchange of Swiss francs .... to the US dollar, amounts to Swiss francs ...., and resolves that the budget of income, denominated in Swiss francs, shall be allocated among member States in accordance with the scale of contributions recommended by the Finance Committee of Government Representatives.

Part I. Ordinary Budget

Major Programme 10. International Labour Conference

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
10.1. INTERNATIONAL LABOUR CONFERENCE										
MATERIAL AND STAFFING ARRANGEMENTS	-	-	5,937,700	953,100	6,890,800	-	-	-	-	-
PRINTING OF REPORTS, RECORDS OF PROCEEDINGS AND OTHER DOCUMENTS	-	-	-	2,616,000	2,616,000	-	-	-	-	-
PREPARATION OF REPORTS	1/02	-	245,527	-	245,527	-	-	-	-	-
1992-93 TOTALS	**1/02**	**-**	**6,183,227**	**3,569,100**	**9,752,327**	-	-	-	-	-
1990-91 TOTALS	**1/02**	**-**	**6,483,227**	**3,969,100**	**10,452,327**	-	-	-	-	-

10.1. This major programme provides for the directly identifiable costs of holding two ordinary sessions of the International Labour Conference in the biennium 1992-93, and for certain preparatory work that will have to be undertaken in 1993 for the 1994 Session of the Conference. The cost estimates assume no change in present practice concerning the organisation of the Conference, without prejudice to the discussions which the Governing Body may have concerning possible reforms at its 249th Session (February-March 1991) and subsequently, on the basis of the documents already submitted to it (GB.248/20/15 and GB.248/20/16). Should any significant changes be approved, the Director-General would make proposals at the appropriate time to the Programme, Financial and Administrative Committee and the Governing Body to deal with any resulting financial implications.

10.2. The resources for this major programme are $700,000 lower in real terms than in the biennium 1990-91. This reduction will be made possible by further increasing the use of serving officials rather than temporary staff for the Conference, by intensifying the application of up-to-date text-processing and printing techniques, and by making provision for a total of six rather than seven technical items on the agendas of the two sessions of the Conference in 1992-93, as explained in paragraph 10.4 below. The overall provision includes resources for the preparation of three technical items for the 1994 Session.

10.3. The agenda of the 79th (1992) Session of the Conference, as determined by the Governing Body at its 248th (November 1990) Session, will be as follows:

Standing items

I. Reports of the Governing Body and the Director-General.

II. Programme and budget proposals and other financial questions.

III. Information and reports on the application of Conventions and Recommendations.

Items placed on the agenda by the Conference or the Governing Body

IV. Protection of workers' claims in the event of the insolvency of their employer – second discussion.

V. Prevention of industrial disasters (major hazard control system) – first discussion.

VI. Adjustment and human resources development – general discussion.

10.4. The agenda of the Conference in 1993 will include the same standing items I, II and III as in 1992, and is likely to include a second discussion of item V, and such new items as the Governing Body may determine in 1991. Without in any way prejudging the Governing Body's decision, it has been assumed for budgetary purposes that the Conference agenda will include a total of three technical items in 1993 and again in 1994.

10.5. It has also been assumed that the Conference will have before it in 1992 and 1993 a special report submitted by the Director-General in application of operative paragraph 5(a) of the updated Declaration concerning Action against Apartheid in South Africa and a report on the subject by the Governing Body Committee on Discrimination submitted in pursuance of operative paragraph 5(b) of the Declaration.

Material and staffing arrangements

10.6. This part of the programme provides for the material arrangements for a Conference session of 22 calendar days in both years of the biennium (accommodation, transport and supplies), for temporary staff to assist in servicing the Conference (as indicated above, the number of temporary staff will be reduced), and for miscellaneous costs, including hospitality. The total estimate for the biennium under this heading amounts to $6,890,800.

Printing of reports, records of proceedings and other documents

10.7. The number of reports to be printed externally in 1992 and 1993 in relation to the agenda items for the 1992, 1993 and 1994 Sessions of the Conference is estimated at 130 volumes as shown in the following table. These estimates reflect the number of reports to be submitted to the Conference and the number of copies necessary to meet distribution requirements and in-session needs. The cost of external printing has been reduced by $350,000 in real terms as a result of the continuing increase in the use of the text-processing equipment in the Office.

External printing for the Conference during the biennium 1992-93

Type of document	No. of volumes	Language editions [1]	Estimated cost US$
Director-General's Report	2	7	100,200
Report on Apartheid	2	7	127,600
Application of Conventions and Recommendations	4	3	143,000
Technical reports	12	7	328,600
Provisional Record	2	3	1,606,600
Miscellaneous printed documents [2]		3-7	310,000
			2,616,000

[1] Where 7 language editions are mentioned the documents will be issued in English, French, Spanish, Arabic, Chinese, German and Russian; where 3 language editions are mentioned, the documents will be issued in English, French and Spanish. [2] Including the memorandum on each session, the authentic texts of the instruments adopted at each session, the report forms on the application of Conventions and Recommendations, the reprinting of the Constitution of the ILO, the Standing Orders of the Conference and the Chart of Ratifications.

Preparation of reports

10.8. Provision is made for the preparation of reports on technical items for the 1993 and 1994 Sessions of the Conference and for the preparation of Part I of the Director-General's Report (i.e. the equivalent in staff and short-term staff resources of 0/01 Professional work-year for Part I of the Director-General's Report; 0/06 and 0/03 Professional work-years for first and second discussion items respectively). The total resources amount to 1/02 Professional work-years and some $127,000 in short-term staff. This provision is based on the assumption that there will be two new technical items on the agenda of the 1993 Session and three items in total on the agenda of the 1994 Session.

Indirect costs of the Conference

10.9. In addition to the directly identifiable costs shown in the budget table for this major programme, costs are incurred under a number of other programmes. These costs are not shown separately under these programmes because the work involved forms part of the normal workload of the units concerned. Thus programme 220.2 (Official relations) provides for the co-ordination of secretariat services for the Conference and contributes certain staff resources for in-session servicing; programme 220.3 (Translation and meetings) provides for the editing and translation of reports and records of proceedings, and contributes certain staff resources for in-session servicing; programme 180.2 (Publications) provides for the distribution of all documents; programme 180.4 (Printing and typing) provides for the contractual arrangements and proofreading of all externally printed material, and for the reproduction of all internal offset documents. In addition, most ILO programmes contribute to the secretariat of the Conference by providing senior staff advisers, committee secretaries, interpreters, clerks, typists, messengers, public information officers, staff for the information and reception desk, finance and administrative officers, legal services, Conventions information services and liaison services with Government, Employers' and Workers' delegations, international organisations and non-governmental organisations. The cost of these indirect services is estimated at some $14.2 million for the two ordinary sessions of the Conference. Taking account of the directly identifiable costs ($9.8 million) the total cost is estimated at $24 million for the two sessions.

10.10. Resources for the preparation of certain reports relating to the standing items on the Conference agenda are shown under other major programmes. The documents concerned are the Report of the Director-General on the activities of the ILO, the Special Report on the Application of the Declaration concerning the Action against Apartheid in South Africa, the Programme and Budget proposals and the reports of the Committee of Experts on the Application of Conventions and Recommendations.

Major Programme 20. Governing Body

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
20.1. GOVERNING BODY										
SESSIONS, COMMITTEES AND DELEGATIONS OF THE GOVERNING BODY	-	-	-	1,678,217	1,678,217	-	-	-	-	-
1992-93 TOTALS	-	-	-	**1,678,217**	**1,678,217**	-	-	-	-	-
1990-91 TOTALS	-	-	-	**1,878,217**	**1,878,217**	-	-	-	-	-

20.1. This major programme provides for the directly identifiable costs of holding the same pattern of sessions of the Governing Body in 1992 and 1993 as in 1990-91. An estimate of the indirect costs is given in paragraph 20.3 below in order to provide information on the full costs of holding the sessions. The direct costs include the travelling expenses and allowances of the Employer and Worker members and deputy members of the Governing Body, for whom the ILO pays such costs (56 in all). In view of the experience of recent biennia, which shows that Employer and Worker members normally attend only the meetings of those committees of which they are members and the sittings of the Governing Body, so generating savings under this heading, the provision for travel and allowances has been reduced by $200,000. Provision is also made for the representation allowance payable to the Chairman of the Governing Body and for hospitality in connection with the Governing Body. It is reasonable to assume that the constitutional amendments adopted by the Conference in 1986 may have entered into force in time for the next election of the Governing Body in 1993, and could therefore still have financial implications before the end of the biennium 1992-93. At the appropriate time, the Director-General will examine these implications and make proposals for dealing with them.

Indirect costs of the Governing Body

20.2. In addition to the directly identifiable costs of $1,678,217 shown in the table above, costs are incurred under a number of other programmes. These costs are not shown separately under these programmes because the work involved forms part of the normal workload of the units concerned. Thus programme 220.2 (Official relations) provides for the convocation, preparation – including the drafting or editing and translation of documents – and servicing of Governing Body sessions, including interpretation, and the drafting, translation and issue of Governing Body minutes and records of decisions; it also contains provision for temporary staff recruited to reinforce regular ILO staff at Governing Body sessions. Provision is made under programme 180.4 (Printing and typing) for the reproduction of documents; and a range of personnel and secretariat services is provided by many ILO programmes, including members of the directorate, senior staff advisers, committee secretaries, clerks, typists, messengers, relations with Government, Employer and Worker members, public information, information and reception desk and finance and administration.

20.3. The total of these indirect costs is estimated at $10.3 million. After adding this to the directly identifiable costs of $1.7 million, the full cost of holding Governing Body sessions is estimated at about $12 million. This estimate does not include resources for contributions towards the substantive work on documents and reports for the Governing Body which are part of virtually all ILO programmes. No separately identifiable budget provision is made for this purpose as the full costs of this work are difficult to estimate.

Major Programme 30. Major Regional Meetings

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
30.1. MAJOR REGIONAL MEETINGS										
AMERICAN REGIONAL CONFERENCE	-	-	94,000	764,300	858,300	-	-	-	-	-
AFRICAN REGIONAL CONFERENCE	-	-	126,000	662,500	788,500	-	-	-	-	-
ADVISORY MEETING OF GOVERNING BODY MEMBERS FROM EUROPE	-	-	27,800	16,200	44,000	-	-	-	-	-
ADVISORY MEETING OF GOVERNING BODY MEMBERS FROM ASIA	-	-	37,600	11,800	49,400	-	-	-	-	-
PREPARATION OF REPORTS FOR REGIONAL CONFERENCES	1/00	-	101,592	-	101,592	-	-	-	-	-
1992-93 TOTALS	**1/00**	**-**	**386,992**	**1,454,800**	**1,841,792**	**-**	**-**	**-**	**-**	**-**
1990-91 TOTALS	**1/00**	**-**	**337,392**	**760,334**	**1,097,726**	**-**	**-**	**-**	**-**	**-**

30.1. Provision is made under this major programme for the directly identifiable costs of holding the major regional meetings in 1992-93 according to the schedule set out in the Medium-Term Plan 1990-95. This schedule implies a frequency of one regional meeting and one advisory meeting of Governing Body members each year. The new schedule was introduced during the biennium 1990-91 together with a rationalisation of the regional meetings. In comparison with 1990-91, the provision for this major programme has been increased by $744,066 to a total of $1,841,792 to cover the net cost of one additional regional meeting (because the new schedule was introduced during the biennium 1990-91 only one regional conference was included in the Programme and Budget for that biennium) and the reduction from three to two advisory meetings of Governing Body members.

30.2. In accordance with the reforms of the regional conferences to be introduced in the biennium 1990-91 on an experimental basis, provision is made for regional conferences with the following structure:

a) a single report (the Director-General's Report) concerning (i) two themes of topical interest to the region; (ii) ILO activities in the region; and (iii) problems related to the observance of international labour standards in the region;

b) simplified opening stages of the Conference so as to allow a rapid start to the substantive work;

c) the establishment of one technical committee to examine one of the themes of topical interest and prepare draft conclusions for subsequent adoption by the Conference; and

d) discussion in plenary sitting of the other topics dealt with in the report so as to allow for optimum participation by ministers and other delegates.

30.3. With these arrangements, agreed by the Governing Body in 1989 when adopting the Programme and Budget for 1990-91, all the essential functions of regional conferences, including the discussion of ILO activities in the region, the consideration of topical issues and the examination of labour standards, will be maintained. These arrangements result in a reduction in the cost of preparing reports and servicing the conferences. They also result in shorter conferences and each regional conference will last approximately one calendar week.

30.4. The themes of topic interest to each region to be addressed in the Director-General's Report will be selected by two-day advisory meetings of Governing Body members from the regions concerned, which will be held in Geneva in conjunction with a Governing Body session. The conclusions of these meetings will be submitted to the Governing Body for consideration and decision.

30.5. In summary, this major programme provides for:

a) the 13th Conference of American States Members of the ILO in 1992 (the 12th Conference was held in Montreal in 1986);

b) the Eighth African Regional Conference in 1993 (the Seventh Conference was held in Harare in 1988); and

c) two-day advisory meetings of Governing Body members from Europe and Asia, in this order, to prepare for the corresponding regional conferences to be held in 1994 and 1995 respectively.

Direct costs of major regional meetings

30.6. The estimates of the direct costs of the 13th Conference of American States Members of the ILO are based on the assumption that it will last seven calendar days and be held in a country in Central or Latin America. These estimates cover:

a) staff resources for the preparation of the Director-General's Report;
b) the printing and binding of the expanded Director-General's Report in three languages (English, French and Spanish), no other report being foreseen;
c) the attendance of a tripartite Governing Body delegation of four members;
d) provision for travelling expenses and allowances of the secretariat, salaries of locally recruited staff and the cost of transporting necessary equipment;
e) simultaneous interpretation in three languages (English, French and Spanish);
f) publication of the record of proceedings and in-session documents in English and Spanish, with the exception of the texts of conclusions and resolutions submitted for adoption, which will also be issued in French.

30.7. The estimates of the direct costs of the Eighth African Regional Conference are based on the assumption that it will last seven calendar days and be held in a country in West or East Africa. These estimates cover:

a) staff resources for the preparation of the Director-General's Report;
b) the printing and binding of the expanded Director-General's Report in three languages (English, French and Arabic), no other report being foreseen;
c) the attendance of a tripartite Governing Body delegation of four members;
d) provision for travelling expenses and allowances of the secretariat, salaries of locally recruited staff and the cost of transporting necessary equipment;
e) simultaneous interpretation in three languages (English, French and Arabic);
f) publication of the record of proceedings and in-session documents in English and French, with the exception of the texts of conclusions and resolutions submitted for adoption, which will also be issued in Arabic.

30.8. At its 235th Session (February-March 1987) the Governing Body decided to abandon the previous practice of having 20 per cent of the direct costs of regional conferences borne by the host governments on the understanding that host governments would continue to be expected to make certain contributions in kind to the organisation of these conferences. These contributions in the form of local facilities and services supplied free of charge to the organisation of the conferences include the following:

a) appropriate premises, including meeting rooms and offices for the secretariat, as well as the necessary equipment and services such as telephone, simultaneous interpretation equipment, lighting, heating and cleaning;
b) the necessary auxiliary staff, such as receptionists, messengers, telephonists, lift operators, security staff, etc.;
c) document reproduction equipment;
d) transport facilities required to supplement public transport, such as coaches or buses to take delegates and members of the secretariat to and from the conference site, including during the night when work so requires, and cars for the use of the principal officers of the conference.

30.9. As mentioned above, provision is also made for advisory meetings of Governing Body members from Europe and Asia to be held in Geneva in conjunction with a Governing Body session.

Indirect costs of major regional meetings

30.10. In addition to the directly identifiable costs of $1,841,792, indirect costs for the regional meetings are incurred under a number of other programmes. These costs are not shown separately under these programmes because the work involved forms part of the normal workload of the units concerned. Thus programme 220.2 (Official relations) provides for the work of convening the meetings and coordinating the material and staffing arrangements, and contributes certain staff resources for in-session servicing; programme 220.3 (Translation and meetings) provides for the editing, translation and revision of reports and other documents; programme 180.4 (Printing and typing) provides for the control of contractual arrangements and proof reading for externally printed reports (Report of the Director-General to the regional conference), and for the text processing and internal offset reproduction of documents, including records of proceedings. Support is also provided by members of the Directorate, and secretariat services are made available by a number of ILO programmes which provide senior staff advisers, committee secretaries, interpreters, clerks, typists, messengers, relations with Employers' and Workers' delegates, public information, the information and reception desk, finance and administration, legal services and Convention information services.

30.11. The total of these indirect costs is estimated at some $1.7 million which, added to the directly identifiable costs of some $1.8 million, gives a total estimated cost for the major regional meetings of some $3.5 million.

Major Programme 40. General Management

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
40.1. GENERAL MANAGEMENT										
GENERAL MANAGEMENT	32/00	36/00	6,051,716	837,981	6,889,697	-	-	-	-	-
1992-93 TOTALS	**32/00**	**36/00**	**6,051,716**	**837,981**	**6,889,697**	-	-	-	-	-
1990-91 TOTALS	**34/00**	**38/00**	**6,395,538**	**919,827**	**7,315,365**	-	-	-	-	-

40.1. Resources are provided under this major programme for the general management activities which enable the Director-General to discharge his responsibility for the efficient conduct of the International Labour Office, subject to the instructions of the Governing Body. Provision is made for the posts of Director-General, three Deputy Directors-General, two Assistant Directors-General, their supporting staff and miscellaneous non-staff costs. In anticipation of a rationalisation of the work in the Office of the Director-General, the staff resources are to be reduced by 2/00 Professional and 2/00 General Service work-years and the non-staff resources by $81,846 under mission credits and external collaboration.

40.2. As in the biennium 1990-91, this major programme includes two activities relating to the technical work of the Office. The first of these is the post of the special adviser on women's questions, which will continue to be attached to the office of the Deputy Director-General (Technical Programmes) and have responsibility for representation, relations, co-ordination and promotion of activities for women. The second technical activity is the promotion and integration of environment and sustainable development perspectives into the work of the major technical programmes of the ILO, and related work on questions relating to human settlements and energy.

Major Programme 50. International Labour Standards and Human Rights

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFES-SIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RE-SOURCES
50.10	DEPARTMENTAL MANAGEMENT	11/00	5/00	1,455,684	238,076	1,693,760
50.20	APPLICATION OF STANDARDS	35/00	18/00	4,738,176	855,571	5,593,747
50.30	FREEDOM OF ASSOCIATION	14/00	6/00	1,756,440	218,068	1,974,508
50.40	EQUALITY OF RIGHTS	11/11	4/06	1,461,252	639,126	2,100,378
50.50	LABOUR LAW INFORMATION	8/00	10/00	1,369,656	210,709	1,580,365
1992-93	**TOTALS**					
	REGULAR BUDGET	79/11	43/06	10,781,208	2,161,550	12,942,758
	OTHER SOURCES	0/02	0/08	54,060	1,281,366	1,335,426
1990-91	**TOTALS**					
	REGULAR BUDGET	79/03	42/00	10,652,077	2,402,762	13,054,839
	OTHER SOURCES	-	-	-	220,000	220,000

50.1. The objective of this major programme is to promote wider observance of international labour standards and fuller respect for those human rights that fall within the ILO's mandate. International labour standards are an essential element in the promotion and protection of human rights, and their implementation is carried out in application of the ILO Constitution.

50.2. In seeking to enhance the impact of international labour standards, emphasis will continue to be placed on assisting the ILO's constituents, particularly in developing countries, to participate more actively in the elaboration and implementation of these standards. The Office will therefore continue its efforts to improve interaction between standard-setting and technical co-operation activities. Advisory services on labour standards will continue to be provided in all the developing regions, and assistance will continue to be given in the implementation of standards, by means such as direct contacts, advisory missions, seminars, training and research, and the collection and dissemination of information.

50.3. The overall resources for this major programme are some $112,000 lower than in 1990-91. This net reduction is more than accounted for by the fact that the 1990-91 budget contained provision for two non-recurrent activities, namely the updating of the compilation in English of *International Labour Conventions and Recommendations* ($236,622), and the holding of the Tripartite Symposium on Equality of Opportunity for Men and Women Workers in Industrialised Countries ($147,276). There have also been some shifts in emphasis. Thus, under programme 50.1 (Departmental management), the provision for programme management and support has been reduced and a separate provision is no longer made for a Special inquiries and reports subprogramme; the corresponding work will continue to be done in the context of the other programmes under this major programme. On the other hand, the provision for work on co-ordination between international labour standards and technical co-operation is significantly increased. Moreover, for the first time specific provision is made for the preparation of the general surveys carried out each year by the Committee of Experts on the Application of Conventions and Recommendations. The RBTC resources for this major programme have been substantially increased through a special provision for programme 50.4 (Equality of rights) in connection with planning assistance to post-apartheid South Africa. Finally, this major programme will have an important role in one of the interdepartmental projects described under major programme 140, the project concerning equality for women, and a significant role in another, the project concerning the elimination of child labour.

50.1. Departmental management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	11/00
GENERAL SERVICE WORK-YEARS	5/00
NON-STAFF COSTS EXCLUDING RBTC	$159,406
RB TECHNICAL CO-OPERATION (RBTC)	$78,670
TOTAL	**$1,693,760**
OTHER SOURCES	-

50.4. In addition to the normal departmental management functions, the work of this programme covers: the central co-ordination of ILO activities relating to human rights (including collaboration with the United Nations and other organisations); and the development and consolidation of links between technical co-operation and standards.

General human rights co-ordination

50.5. The aims of this subprogramme are to co-ordinate ILO work relating to human rights questions and the corresponding activities of the United Nations, other specialised agencies, regional organisations and non-governmental organisations; to seek to ensure that international human rights standards and principles receive due attention in the activities of the ILO and of other organisations, especially those working in the economic and social fields; and to disseminate information and advice on the role of the ILO and its human rights activities.

50.6. This work involves continuing consultations with the United Nations and other organisations and contributions to their activities. The ILO is called upon to provide information, comments and suggestions in connection with numerous United Nations resolutions, studies, reports, draft instruments and seminars, and to attend meetings of the principal human rights bodies, working groups and seminars. The ILO also maintains relations on human rights questions with regional organisations. The work of supervisory bodies such as the United Nations Commission on Human Rights (to which information is provided regularly) and of regional human rights bodies is followed closely. The ILO also maintains contacts on human rights questions with specialised institutions at the national and international levels and with various universities. Calls for the ILO's advice and contributions in all these respects are expected to increase with the growing emphasis and scrutiny given to human rights in the world today.

50.7. Other activities covered by this subprogramme include co-ordinating the analysis of progress in the implementation of those parts of the Covenant on Economic, Social and Cultural Rights which lie within the competence of the ILO, and preparing reports on this subject for the UN Economic and Social Council. The examination of the reports on the implementation of the Covenant by the UN Committee on Economic, Social and Cultural Rights is also followed closely.

Co-ordination between international labour standards and technical co-operation

50.8. The objective of this subprogramme is to achieve effective co-ordination between standard-setting and technical co-operation activities. The expansion of operational activities and the growing complexity of field programmes have continued to increase the need for special measures and additional resources to strengthen the links between these two principal means of action of the ILO.

50.9. It is important to ensure that the main thrust of the ILO technical co-operation programme is concentrated as far as possible on activities which promote standards and in particular do not contain elements which conflict with basic human rights standards. An enhanced role for the senior management of the Office is envisaged in reviewing ongoing and proposed technical co-operation projects in this perspective. Resources including an increase of 2/00 Professional and 1/00 General Service work-years are provided for technical support to senior management for this purpose, and for advice and assistance to programme managers, and other staff involved in technical co-operation projects in all the technical departments.

50.10. In co-operation with major programme 150 (Programming and co-ordination of technical co-operation) appropriate briefing and training will continue to be provided to staff at headquarters and in external offices and field projects. The technical and regional programmes will also be kept regularly informed of the comments and findings of the supervisory bodies so that problems concerning the application of standards can be taken into account in the design and implementation of projects and activities.

Programme management and support

50.11. This subprogramme includes resources for the director of the department, for programming support, and for secretariat services. Provision is made for missions carried out by ILO staff members or by independent persons (except for those covered by programmes 50.3 (Freedom of association) and 50.4 (Equality of rights)) including: direct contact missions to solve problems relating to the implementation of standards; missions carried out in connection with special studies; and representation at meetings of the United Nations and other organisations on standards and human rights. Resources are also provided for the preparation of the draft general surveys carried out each year by the Committee of Experts. Where appropriate, resources will be allocated to other technical departments assisting in the preparation of general surveys. No provision is made for Commissions of

Inquiry to examine complaints received under article 26 of the Constitution.

50.2. Application of standards

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	35/00
GENERAL SERVICE WORK-YEARS	18/00
NON-STAFF COSTS EXCLUDING RBTC	$549,571
RB TECHNICAL CO-OPERATION (RBTC)	$306,000
TOTAL	**$5,593,747**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	-
TECHNICAL CO-OPERATION	$352,000

50.12. The overall objective of this programme, in application of articles 19 to 37 of the ILO Constitution, is to supervise and promote the implementation of international labour Conventions and Recommendations. An additional aim is to contribute to the implementation of standards established by other international organisations in fields of concern to the ILO, including the United Nations' human rights Covenants, the European Social Charter, and the European Code of Social Security and Protocol thereto (in collaboration with major programme 110 (Social security)). Assistance is also provided to the European Communities on the provisions needed to draft and implement the Community Charter of the Fundamental Social Rights of Workers. In addition, advice is provided to other international organisations, including the World Food Programme and the United Nations, on the link between their programmes and ILO standards.

50.13. The work of this programme includes administrative and clerical tasks, and registry and chancery services. The registry provides the administrative control of the reporting procedures under articles 19, 22 and 35 of the Constitution and the monitoring of communications with governments, employers and workers on the comments of the supervisory bodies, reports due, and training given to ILO constituents in these matters. Its workload continues to increase in proportion to new ratifications. The chancery is responsible, in collaboration with major programme 190 (Legal services), for registering ratifications and denunciations, reporting them to the United Nations and corresponding with governments in this connection. Its work includes maintaining the on-line database of ratifications, which is available to external users and particularly to ILO constituents.

Supervision of the application of standards

50.14. The main objective of this subprogramme is to ensure compliance by member States with their obligations under articles 19, 22 and 35 of the Constitution, for all Conventions not covered by programmes 50.3 (Freedom of association) and 50.4 (Equality of rights). It also covers the analysis of reports submitted by governments on the application of standards established by other organisations, under standing arrangements between them and the ILO. These instruments include the European Code of Social Security and Protocol thereto and the European Social Charter.

50.15. Most of the resources allocated to this subprogramme will be used for the analysis of reports and information provided by governments on the application of ratified Conventions and for the preparation of some 2,500 to 3,000 draft comments for the Committee of Experts each year. The volume of work continues to increase as does the complexity of reports, particularly on recent Conventions.

50.16. This subprogramme also covers the General Service support necessary to assist the Committee of Experts on the Application of Conventions and Recommendations in the discharge of its responsibilities, and to help the Professional staff carry out analyses of government reports. The functions of the subprogramme include issuing periodic circulars and individual reminders to governments concerning their obligations in respect of reports on standards, and correspondence with employers' and workers' organisations relative to their rights under article 23 of the Constitution and under the Tripartite Consultation (International Labour Standards) Convention, 1976 (No. 144). Finally, it covers support to the Committee of Experts during its meetings and the dispatch of the relevant comments of the Committee and its general report to all ILO constituents immediately following the Committee's annual session in time to allow preparation for the Conference.

Direct costs of the Committee of Experts

50.17. The resources for this subprogramme include the direct costs of the annual meetings of the Committee of Experts ($318,571), and other non-staff costs directly attributable to it. The estimate provides for a meeting each year in Geneva, and for some members to come for one additional week on each occasion to participate in working parties and examine files. Resources are allocated for the travel costs, subsistence allowance and honorarium payable to each Committee member; funds are also provided for the publication of the reports that it adopts.

Servicing meetings and collaborating with other organisations

50.18. Provision is also made for staff resources for servicing the annual sessions of the Committee of Experts and the Conference Committee on the Application of Conventions and Recommendations, as well as other meetings where standards are discussed, including the Governing Body and its committees and ILO regional meetings. Finally, provision is made for collaboration with other organisations, for contributions to various reports and publications, and for ILO participation in the human rights activities of the United Nations and of other international organisations.

Assistance in the implementation of standards

50.19. The objective of this subprogramme is to promote wider acceptance and implementation of ILO standards, and to improve observance of ILO standards throughout the world by providing assistance to governments and employers' and workers' organisations. Reinforcing the links between standards and technical co-operation activities requires increased efforts to make ILO constituents aware of standards and how they can be implemented. Assistance will also have to be provided to member States to help them bring national legislation and practice into conformity with international standards. Some of this work will be carried out by the regional advisers on standards, for whom resources are shown under the regional major programmes. The resources provided for this subprogramme cover:

a) staff resources for a number of direct contact and advisory missions from headquarters;
b) the provision of technical information and advice to constituents;
c) the organisation of regional and national seminars on standards (the seminars themselves will be financed by RBTC resources), in order to familiarise national officials and others concerned with ILO standards with the obligations, procedures and current issues relating to them;
d) co-ordination of the work of the regional advisers on standards.

50.3. Freedom of association

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	14/00
GENERAL SERVICE WORK-YEARS	6/00
NON-STAFF COSTS EXCLUDING RBTC	$68,068
RB TECHNICAL CO-OPERATION (RBTC)	$150,000
TOTAL	**$1,974,508**
OTHER SOURCES	-

50.20. The objective of this programme is to achieve fuller and more widespread observance of ILO standards and principles relating to freedom of association and trade union rights. The programme's main activities consist of processing complaints for consideration by the Governing Body Committee on Freedom of Association and servicing the three annual meetings of the Committee; and assisting the Committee of Experts on the Application of Conventions and Recommendations in its supervisory activities concerning ILO standards on freedom of association. In addition, promotional activities relating to freedom of association will be intensified.

Processing complaints and servicing the Governing Body Committee on Freedom of Association

50.21. This subprogramme provides for the analysis of complaints concerning alleged infringements of standards and principles relating to freedom of association and government replies to these complaints. It also covers the preparation of substantial working papers for, and the servicing of, each of the three annual meetings of the Governing Body Committee on Freedom of Association, and the preparation of its reports to the Governing Body. The number of complaints has stabilised in recent years, but their complexity continues to increase. This can be attributed to a number of factors, including: continuing government interference in the collective bargaining process; attempts at labour market deregulation by both employers and governments; attempts to limit the right to strike (often as part of a programme of labour-market deregulation); and increased legislative regulation of the internal affairs of trade unions.

Supervisory and promotional activities in the field of freedom of association

50.22. The main work of this subprogramme is the processing of reports and information provided by governments under articles 22 and 35 of the Constitution concerning the observance of ILO Conventions relating to freedom of association, i.e. Conventions Nos. 11, 84, 87, 98, 135, 141, 151 and 154. The volume of work continues to increase due to the number of new ratifications of these Conventions and in consequence of the growing preparedness of organisations of employers and (especially) of workers to avail themselves of the opportunity to provide comments for consideration by the Committee of Experts on reports submitted by governments under article 22. It is likely to increase further as the emerging democracies of Eastern Europe and Latin America seek to bring their labour legislation into full conformity with the requirements of the freedom of association Conventions.

Assistance to constituents

50.23. Direct contacts and consultative missions from headquarters to assist governments to ensure better compliance with the principles of freedom of association form an important aspect of the work of the subprogramme. In order to continue developing links between standards and technical co-operation, greater emphasis is being given to the provision of advice and information (including comments on draft legislation) and the training of ILO experts, national officials and leaders of employers' and workers' organisations.

50.24. In order to disseminate a more thorough knowledge of principles and procedures relating to freedom of association, it is intended to hold regional seminars in a certain number of countries. A seminar will also be held for African workers, and a series of national seminars on freedom of association is planned for Eastern European countries. The direct costs of these seminars will be financed from RBTC resources.

50.4. Equality of rights

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	11/11
GENERAL SERVICE WORK-YEARS	4/06
NON-STAFF COSTS EXCLUDING RBTC	$435,126
RB TECHNICAL CO-OPERATION (RBTC)	$204,000
TOTAL	**$2,100,378**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	0/02
GENERAL SERVICE WORK-YEARS	0/08
NON-STAFF COSTS	$1,366
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$55,426**
TECHNICAL CO-OPERATION	$928,000

50.25. The principal objective of this programme is to combat all forms of discrimination in employment and occupation, and to ensure that ILO standards on equality of opportunity and treatment in employment and occupation are respected as widely as possible. The programme's principal activities consist of supervising the implementation of these standards; gathering and disseminating information on national practices and policies in this area; providing technical advisory services to assist governments and employers' and workers' organisations in eliminating discrimination and achieving equality in employment; and providing technical co-operation, in particular to Black workers' organisations in South Africa and to the workers in the occupied Arab territories. An important part of the programme is devoted to combating apartheid.

Supervisory and promotional activities for equal rights

50.26. Resources are provided under this subprogramme for servicing the Committee on Discrimination of the Governing Body and for establishing special reports in response to resolutions on discrimination adopted by the Conference. Provision is also made for the preparation of reports on questions linked to discrimination and equality of opportunity and treatment for various United Nations bodies including the Economic and Social Council, the General Assembly, the Subcommission on Prevention of Discrimination and Protection of Minorities and the Committee on the Elimination of All Forms of Discrimination against Women, and for participation in the work of these bodies.

50.27. The work of the subprogramme also includes analysing government reports under articles 22 and 35 of the Constitution on the application of the Equal Remuneration Convention, 1951 (No. 100), the Discrimination (Employment and Occupation) Convention, 1958 (No. 111), and the Workers with Family Responsibilities Convention, 1981 (No. 156). The first two are among the most widely ratified of all Conventions, and Convention No. 156 is steadily receiving more ratifications. All three cover questions that are both complex and constantly evolving. In 1993 a general survey will be carried out under article 19 of the Constitution on the Workers with Family Responsibilities Convention (No. 156) and Recommendation (No. 165), 1981.

Educational and promotional activities on equal rights

50.28. Educational and promotional activities will be carried out in order to increase awareness and improve the application of ILO standards and principles on equality of opportunity, and particularly the Discrimination (Employment and Occupation) Convention (No. 111) and Recommendation (No. 111), 1958. Information will be disseminated and training will be provided on relevant ILO standards and activities to national officials, representatives of employers' and workers' organisations, and persons or organisations working in the field of discrimination. Regional, subregional and national tripartite seminars on equality of opportunity and treatment in general and on equality between men and women will also be held, and teaching materials will be prepared for them. Two subregional seminars and a symposium on the problems of women workers in Latin America are also planned, the direct costs of which will be financed by RBTC resources. Extra-budgetary financing will be sought for the national seminars.

Dissemination of information

50.29. Discrimination in employment takes many forms. The problems that are encountered and the policies and practices that are adopted to overcome them are constantly evolving. Information will be assembled and disseminated on these problems and policies in order to assist governments and employers' and workers' organisations in implementing policies to achieve equality of opportunity and treatment. Particular attention will be paid to employment-related measures to combat racial discrimination and religious intolerance, to integrate minorities more fully into national societies and to achieve equality in practice between men and women. The results will be published in an appropriate form, and particularly in the *Social and Labour Bulletin* and the *International Labour Review*.

Workers in the occupied Arab territories

50.30. The subprogramme also covers the preparation of the annual reports to the Conference on the situation of workers of the occupied Arab territories called for by the 1980 Conference resolution, as well as the promotion and co-ordination of assistance to these workers. This assistance, which is focused on vocational training (including the occupational rehabilitation of the disabled), the training of trade unionists and entrepreneurs, employment promotion (particularly for young persons), and the improvement of working conditions and social security, will be developed in the light of the changing situation. Current efforts will be pursued to secure extra-budgetary financing and co-ordinate ILO assistance with that provided by other international organisations.

Action in respect of southern Africa

50.31. The main objective of this subprogramme is the elimination of apartheid in the Republic of South Africa and its effects in neighbouring countries in matters within the ILO's mandate. The activities will be guided by the updated Declaration concerning Action against Apartheid in South Africa and the conclusions of the Conference Committee on Action against Apartheid, and will take account of the situation as it evolves. Where relevant, there will be consultations with the appropriate bodies of the United Nations and with regional and subregional bodies, such as the Organization of African Unity, the Southern African Development Co-ordination Conference and the Southern African Labour Commission. Particular emphasis will continue to be placed on technical co-operation in the fields of training, co-operatives, and small-enterprise development, as well as on activities for the benefit of women workers and their organisations. All of these activities will continue to be financed from RBTC and extra-budgetary resources.

Application of the Declaration concerning Action against Apartheid

50.32. The rapid pace of developments in South Africa will, if anything, increase the need for careful attention when executing the provisions of the updated Declaration, especially when reporting and providing information on changes in the situation and the measures taken by ILO constituents to respond to them. It is difficult to estimate at this stage what the consequences might be of a possible further updating of the Declaration, but these could involve more frequent or more direct contacts with those who are actively engaged in planning for substantive change in South Africa, and may include planning for and executing measures for the actual elimination of the apartheid system.

50.33. A key activity to give effect to the updated Declaration is the preparation each year of the Special Report of the Director-General on the Application of the Declaration concerning Action against Apartheid in South Africa. Other reports are prepared regularly for the Conference Committee on Apartheid and for the Governing Body Committee on Discrimination in connection with the monitoring of action by the governments, employers' and workers' organisations of ILO member States and on other action for the elimination of apartheid. Reports are also prepared for specialised ILO meetings and for meetings within the UN system.

Group of Independent Experts on Apartheid

50.34. The Group of three independent experts established by the Governing Body in June 1989 to monitor and follow up on the implementation of sanctions and other forms of action against apartheid will, in application of its mandate, meet six times during the biennium 1992-93. Additional activity will be involved in view of the decision by the Group to undertake the process of examining replies to questionnaires prepared by it and distributed by the Office concerning measures taken in furtherance of the Programme of Action attached to the Declaration concerning Action against Apartheid in South Africa.

Advisory services in southern Africa

50.35. Technical advisory services regarding ILO principles and standards for the elimination of apartheid will be supplied to Black workers and their organisations, employers' organisations and governments in southern Africa. These services include: advice on legislation; the use of ILO standards as a basis for the activities of these organisations; assistance with the planning and use of the technical services available through the ILO; advice and assistance on the structure of the organisations and their training activities; and training in areas such as project identification and preparation. Other activities for the benefit of the victims of apartheid include the preparation of educational and training materials, and the organisation of seminars on the protection and promotion of workers' rights to equality of opportunity and treatment and freedom of association. Information on the effects of apartheid and national and international action aimed at its elimination will be disseminated as widely as possible.

Assistance to liberation movements and trade unions

50.36. Provision is also made under this subprogramme for the general co-ordination of ILO assistance to liberation movements recognised by the OAU, to independent trade unions in South Africa and to countries neighbouring South Africa. Technical co-operation activities in this context include vocational training, vocational rehabilitation, management training, small enterprise development, employment planning and development, assistance to women workers and to migrant workers, workers' education, assistance to employers' organisations and an extensive programme of fellowships related to other areas of ILO activity. Substantial extra-budgetary funding is being obtained for technical co-operation activities in southern Africa and it is expected that some $3 million will be available in the biennium 1992-1993 for delivery by various technical programmes. A special focus of increased assistance, with the aim of reducing dependence on South Africa, is to support subregional organisations such as the Southern African Development Co-ordination Conference and the Southern African Labour Commission.

Planning of assistance to South Africa

50.37. Formal negotiations on a new constitutional structure for South Africa, which may be implemented in 1994, are about to be launched. On the assumption that progress continues towards the elimination of apartheid, the appropriate period for planning ILO assistance will be the biennium 1992-93. It is proposed to establish an interdepartmental task force, which will study the range of problems requiring ILO assistance and design future activities in fields such as: employment promotion; revision of labour legislation; elimination of discrimination and the promotion of equality of rights in employment; freedom of association; workers' education; assistance to women workers and their organisations, employers' and workers' organisations; labour administration; vocational training; management training; vocational rehabilitation; co-operatives; working conditions; safety and health; and social security. RBTC funds amounting to $100,000 will be provided to finance the activities of this task force.

50.5. Labour law information

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	8/00
GENERAL SERVICE WORK-YEARS	10/00
NON-STAFF COSTS EXCLUDING RBTC	$189,909
RB TECHNICAL CO-OPERATION (RBTC)	$20,800
TOTAL	**$1,580,365**
OTHER SOURCES	-

50.38. The objective of this programme is to disseminate information on international labour standards and on national labour and social security legislation. Its resources were diminished in the programme reductions of 1988, and the programme was restructured during 1989 and 1990. Publication of national legislation now occupies a reduced place, but computerised information services and the provision of information on request are being developed. A legal information system, LABORLEX, was initiated during the biennium 1990-91. It includes two computerised databases, the periodical publication *Labour Law Documents* and the documentation services of the major programme.

Legislative research

50.39. The activities of this subprogramme include following legislative developments in all member States, researching and selecting new laws and regulations, and transcribing references in one of the ILO's working languages. The legislative texts are used for supervising the application of Conventions and Recommendations, for drafting new standards, and for research. Resources are allocated for examining official bulletins and obtaining texts through ministries, regional offices and national correspondents.

LABORLEX information system

50.40. The LABORLEX legal information system was launched during the biennium 1990-91. LABORLEX offers a variety of services to both internal and external users: consultation of the database on international labour standards (ILOLEX); consultation of the database on national legislation (NATLEX); bibliographic research and the provision of documents on request. Resources are provided for the management and development of the databases, and for LABORLEX to disseminate precise, up-to-date information on labour and social security legislation to the ILO's constituents and to the public (especially universities, judicial bodies, enterprises and labour law specialists).

NATLEX

50.41. The NATLEX database contains bibliographic references to national labour and social security laws. It includes 20,000 references and increases by 3,000 new documents each year. The new references that are included in NATLEX are published in the monthly bulletin *Legislative Information*. During the biennium 1990-91, emphasis has been placed firstly on assembling legislative information which is now located in different parts of the Office by developing joint activities with other programmes (in particular major programme 110 (Social security), programme 120.2 (Library) and the International Occupational Safety and Health Information Centre) and, secondly, on supplying copies of laws in their original languages on request. During the biennium 1992-93, co-ordination with other units will be developed further.

ILOLEX

50.42. ILOLEX is a database concerning international labour standards which was established on a prototype basis in 1990. As a result of a special grant from the United States Government, it is being developed further during the biennium 1990-91. Once operational, it will allow full-text consultation in English, French and Spanish of all ILO Conventions and Recommendations, the reports of the Committee on Freedom of Association since 1985, and the comments of the Committee of Experts and discussions in the Conference Committee on the Application of Standards since 1987. The services offered by ILOLEX should make a significant contribution to the promotion of ILO standards.

Periodical publication, "Labour law documents"

50.43. The *Legislative Series* has been replaced by a new publication, *Labour Law Documents*. The change of format and printing methods, and the reorganisation of translations have permitted substantial savings. Resources are provided for three issues each year in English, French and Spanish. Basic laws and regulations will still be published, along with new international instruments, while the bibliographic part of the publication will be expanded and information will be included on the services that are available through LABORLEX.

Documentation centre

50.44. Documentation services are provided for the major programme as a whole, as well as for users of the LABORLEX system. Its work includes dispatching on request the texts of ILO Conventions and Recommendations, national laws and regulations, reports on the application of standards, documentary research on ILO standards and national labour and social security laws. The resources allocated cover the classification and management of the collections, the circulation of documents and the consultation of ILO databases.

Major programme 50. International Labour Standards and Human Rights

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
50.1. DEPARTMENTAL MANAGEMENT										
GENERAL HUMAN RIGHTS CO-ORDINATION	2/00	1/00	258,876	-	258,876	-	-	-	-	-
CO-ORDINATION BETWEEN INTERNATIONAL LABOUR STANDARDS AND TECHNICAL CO-OPERATION	4/00	2/00	517,752	-	517,752	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	78,670	78,670	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	5/00	2/00	679,056	159,406	838,462	-	-	-	-	-
1992-93 TOTALS	**11/00**	**5/00**	**1,455,684**	**238,076**	**1,693,760**	-	-	-	-	-
1990-91 TOTALS	**10/00**	**4/00**	**1,298,400**	**449,262**	**1,747,662**	-	-	-	-	-
50.2. APPLICATION OF STANDARDS										
SUPERVISION OF APPLICATION OF STANDARDS	30/06	15/00	4,113,936	549,571	4,663,507	-	-	-	-	-
ASSISTANCE IN THE IMPLEMENTATION OF STANDARDS	2/06	1/00	309,672	-	309,672	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	306,000	306,000	-	-	-	352,000	352,000
PROGRAMME MANAGEMENT AND SUPPORT	2/00	2/00	314,568	-	314,568	-	-	-	-	-
1992-93 TOTALS	**35/00**	**18/00**	**4,738,176**	**855,571**	**5,593,747**	-	-	-	**352,000**	**352,000**
1990-91 TOTALS	**35/00**	**18/00**	**4,740,931**	**824,619**	**5,565,550**	-	-	-	-	-
50.3. FREEDOM OF ASSOCIATION										
PROCESSING COMPLAINTS AND SERVICING THE GOVERNING BODY COMMITTEE ON FREEDOM OF ASSOCIATION	7/02	2/00	839,460	68,068	907,528	-	-	-	-	-
SUPERVISORY AND PROMOTIONAL ACTIVITIES IN THE FIELD OF FREEDOM OF ASSOCIATION	4/10	1/00	546,720	-	546,720	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	150,000	150,000	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	3/00	370,260	-	370,260	-	-	-	-	-
1992-93 TOTALS	**14/00**	**6/00**	**1,756,440**	**218,068**	**1,974,508**	-	-	-	-	-
1990-91 TOTALS	**14/00**	**6/00**	**1,756,440**	**232,390**	**1,988,830**	-	-	-	-	-

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
50.4. EQUALITY OF RIGHTS										
SUPERVISORY AND PROMOTIONAL ACTIVITIES FOR EQUAL RIGHTS	5/03	-	533,358	47,085	580,443	-	-	-	-	-
ACTION IN RESPECT OF SOUTHERN AFRICA	4/08	0/06	501,942	337,896	839,838	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	204,000	204,000	-	-	-	928,000	928,000
PROGRAMME MANAGEMENT AND SUPPORT	2/00	4/00	425,952	50,145	476,097	0/02	0/08	54,060	1,366	55,426
1992-93 TOTALS	**11/11**	**4/06**	**1,461,252**	**639,126**	**2,100,378**	**0/02**	**0/08**	**54,060**	**929,366**	**983,426**
1990-91 TOTALS	**12/03**	**4/00**	**1,486,650**	**689,520**	**2,176,170**	-	-	-	**220,000**	**220,000**
50.5. LABOUR LAW INFORMATION										
LEGISLATIVE RESEARCH	2/00	1/00	258,876	30,000	288,876	-	-	-	-	-
LABORLEX INFORMATION SYSTEM	5/00	8/00	953,496	159,909	1,113,405	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	20,800	20,800	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	1/00	1/00	157,284	-	157,284	-	-	-	-	-
1992-93 TOTALS	**8/00**	**10/00**	**1,369,656**	**210,709**	**1,580,365**	-	-	-	-	-
1990-91 TOTALS	**8/00**	**10/00**	**1,369,656**	**206,971**	**1,576,627**	-	-	-	-	-

Major Programme 60. Employment and Development

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
60.10	DEPARTMENTAL MANAGEMENT	4/00	6/00	800,232	30,000	830,232
60.20	EMPLOYMENT AND STRUCTURAL ADJUSTMENT	24/09	11/07	3,159,501	312,756	3,472,257
60.30	EMPLOYMENT AND MANPOWER PLANNING AND LABOUR MARKET ANALYSIS	9/06	6/02	1,308,558	175,571	1,484,129
60.40	EMPLOYMENT AND INCOMES IN THE RURAL AND INFORMAL SECTORS	18/10	10/00	2,470,236	860,123	3,330,359
60.50	INFRASTRUCTURAL AND RURAL WORKS AND EMPLOYMENT	15/09	8/01	2,050,251	132,390	2,182,641
60.60	INTERNATIONAL MIGRATION FOR EMPLOYMENT	6/00	2/08	758,064	182,605	940,669
1992-93	**TOTALS**					
	REGULAR BUDGET	78/10	44/06	10,546,842	1,693,445	12,240,287
	OTHER SOURCES	38/10	30/01	5,620,557	116,283,092	121,903,649
1990-91	**TOTALS**					
	REGULAR BUDGET	82/03	46/11	11,028,537	2,468,856	13,497,393
	OTHER SOURCES	26/06	35/05	4,664,613	89,247,376	93,911,989

60.1. The overall objective of this major programme is to encourage member States to adopt and implement active policies "designed to promote full, productive and freely chosen employment" as specified in the Employment Policy Convention, 1964 (No. 122). Its aim is to promote the acceptance of the various measures contained in the Employment Policy Recommendation, 1964 (No. 122); the Employment Policy (Supplementary Provisions) Recommendation, 1984 (No. 169); the Declaration of Principles and Programme of Action adopted by the World Employment Conference in 1976; the resolution concerning follow-up to the World Employment Conference adopted by the International Labour Conference in 1979; the Conclusions and Recommendations of the 1987 High-Level Meeting on Employment and Structural Adjustment; and the resolution and conclusions concerning rural employment promotion and the promotion of self-employment adopted by the International Labour Conference in 1988 and 1990 respectively.

60.2. Within this overall objective the aims of the major programme are to:

a) provide assistance to member States in the formulation and implementation of those overall employment and development strategies which maximise employment growth;

b) promote and assist in the implementation of sectoral policies, and policies on technology design and dissemination in order to increase employment and reduce poverty, especially in the rural and urban informal sector;

c) provide assistance in the formulation and implementation of manpower and labour market policies to improve the functioning of labour markets, enhance the effective utilisation of labour and increase the demand for labour;

d) promote equality of opportunity and treatment for women and for migrant workers and their families;

e) provide assistance in the design and implementation of programmes and projects for direct employment creation and income generation for vulnerable groups;

f) improve the information base for monitoring employment and labour market trends and for the formulation of employment policies;

g) strengthen the capacity of member States to formulate and implement employment-promoting programmes and projects.

60.3. The activities covered by this major programme are designed to strengthen the ILO's capacity to provide policy advice to member States concerning the development of programmes that are specifically aimed at employment generation and poverty alleviation among the most vulnerable groups of the population, particularly in rural areas and in the urban informal sector. The plan of work takes account of the conclusions of the High-Level Meeting on Employment and Structural Adjustment (November

1987) and the discussions in the Governing Body Committee on Employment. Emphasis is placed on balancing policy-oriented advisory work at the micro- and macro-economic levels, promoting the analysis of active labour market policies, examining the relationship between international labour standards and employment levels, and scrutinising the impact of macro- and micro-economic policies on informal sector enterprises.

60.4. One of the primary concerns of this major programme is to design and implement mechanisms that direct economic processes towards the promotion of more and better employment. The changes brought about by structural adjustment must be steered towards higher employment levels. Work on development strategies, the transformation of labour markets, and the role of targeted interventions, including activities related to women, migrant workers and labour-intensive infrastructure and public works, will be systematically directed towards socially sustainable goals. An equally important concern is to promote the observance of international labour standards in a manner consistent with higher levels of productive employment. Finally, work will be started on the evaluation of critical aspects of employment-generating activities.

60.5. The advisory services and technical co-operation activities covered by this major programme continue to increase in volume and to cover a wide variety of fields. They include: analyses of the impact of macro-economic policies on employment; the development of national capacities for employment and manpower planning; and the collection and analysis of labour market information. They also include local projects for employment generation in rural areas, including special public works schemes and labour-intensive road construction and maintenance programmes, and in the informal sector. The research activities carried out under this major programme are designed to improve the ILO's capacity to provide effective and useful technical co-operation and advisory services to member States and to collect and disseminate information on the lessons learned from past and ongoing operational activities.

60.6. As in the past, a key role in the operational and advisory activities of this major programme will be played by the ILO's regional employment teams (PREALC in Latin America and the Caribbean, ARTEP in Asia and JASPA and SATEP in Africa). The work covered by this major programme is to a large extent designed to support and complement the activities of these teams, which are described in detail under major programmes 250,260 and 270 relating to ILO field programmes in Africa, the Americas and Asia.

60.7. The resources allocated to most of the technical major programmes are considerably lower than in the biennium 1990-91, for reasons explained in the Introduction. For this major programme the reduction amounts to some $1,257,000, which is associated with decreases in staffing levels of 3/05 Professional work-years and 2/05 General Service work-years. The reduction in non-staff costs amounts to some $775,000, comprising a reduction in RBTC resources of some $384,000 and a decrease in other non-staff costs, including staff travel and external collaboration of some $391,000. However, these reductions are partly compensated by the fact that considerable regular budget resources are shown under major programme 140, for the interdepartmental project on employment and structural adjustment. Moreover a considerable increase amounting to some $962,000 is envisaged in the resources from Programme Support Income, due to the expected growth of ILO technical co-operation for which this major programme is responsible. Extra-budgetary resources for technical co-operation are expected to increase to some $100 million in the biennium 1992-93.

60.1. Departmental management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	4/00
GENERAL SERVICE WORK-YEARS	6/00
NON-STAFF COSTS EXCLUDING RBTC	$30,000
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$830,232**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	1/08
NON-STAFF COSTS	$7,843
TOTAL, EXCLUDING TECHNICAL CO-OP	**$303,847**
TECHNICAL CO-OPERATION	-

60.8. Resources are provided under this programme to cover the director of the department, a programming officer and their support staff.

60.2. Employment and structural adjustment

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	24/09
GENERAL SERVICE WORK-YEARS	11/07
NON-STAFF COSTS EXCLUDING RBTC	$312,756
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$3,472,257**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP	-
TECHNICAL CO-OPERATION	$1,850,000

60.9. The aim of this programme is to assist member States to design national social and economic policies that generate productive and freely chosen employment and reduce poverty while at the same time responding to the changes brought about by structural adjustment and technological progress. Research and policy advice will therefore focus on economic and development strategies to improve employment and incomes, and on policies and programmes to enable member States to benefit from technological change while minimising its possible negative effects on employment. The programme also includes activities to improve the dissemination of information and to co-ordinate employment strategies.

Employment and development strategies

60.10. The aim of this subprogramme is to enhance the ILO's capacity to provide advice on forward-looking employment and development strategies that are conducive to higher levels of productive employment. The ILO is receiving an increasing number of requests from member States for assistance in the design of macro-economic and development strategies consistent with sustainable social and employment goals. Responding to these requests requires an understanding of the macro-economic constraints on growth, the institutional mechanisms associated with sustainable transition processes and the impact of selected sectoral policies on employment and incomes.

Development strategies for the 1990s

60.11. It is important to ensure that employment generation is a central objective of development strategy in the 1990s. Policy-oriented research undertaken in collaboration with the regional employment teams will therefore aim at developing a comprehensive policy framework for the promotion of employment-intensive growth and at providing a solid basis for ILO advisory services to national policy-makers and planners. The aims of the work envisaged will be to synthesise findings related to specific groups and sectors and to provide technical inputs for the ILO contributions to international debates on development strategy. This will be achieved by drawing upon the experience gained in employment advisory missions, by co-operating with employment planning projects that have been implemented by the ILO in various countries, and by reviewing studies carried out by other agencies (including the World Bank) and the results of the ILO's past work on national and sectoral employment policies. The output, in addition to country reports, will be a major synthesis paper. The issues to be addressed will include: the policy and institutional reforms required to promote economic efficiency, flexibility, and employment-intensive and equitable growth; and patterns and levels of investment.

Development policies and rural poverty

60.12. The ILO's capacity to provide advisory services for the design of recovery strategies may be increased by documenting recent trends in rural poverty and employment, and by analysing their changing nature and determinants. The experience in the 1980s has shown that, although adjustment policies may have had some success in laying the foundations for future growth, they have often had a negative social impact, especially on the poor. The design of development strategies for recovery in the 1990s requires a clearer understanding of the linkages between macro-economic policies and the response of poor households in rural areas to these policy changes. A set of studies will be undertaken in collaboration with the regional teams with the aim of: providing regional profiles of the nature of macro-economic policy changes and the manner in which these changes have affected rural poverty and employment in the three developing regions (by reviewing a cross-section of in each region); and examining, within the specific context of a number of countries, the responses of the rural economy to policy changes as reflected in labour market behaviour and shifts in the survival strategies of rural households. The resulting reports will serve as a basis for policy advisory missions at the national level, for which an increasing number of requests have been received. These studies complement the previous work item and will be undertaken in close collaboration with the regional teams. The work described in paragraph 60.15 (Market liberalisation in Africa) will provide an input to the regional profile for Africa.

Alternative structural adjustment policies

60.13. The conceptual approach to structural adjustment problems, policy prescriptions and adjustment programmes in developing countries has undergone a significant evolution over the past decade in each of the regions. Lessons for future policy will be drawn from experiences in different countries, in order to improve the ILO's ability to provide advisory services on the impact of various micro- and macro-economic policies and institutional change on the equity of the adjustment process. The impacts of different strategies and policies on employment, income distribution, gender equality and the extent and composition of poverty will be examined. Particular attention will be paid to the impact on the urban poor and other vulnerable groups such as women, displaced workers, core poverty groups and the new poor of policies to redeploy capital and labour, of changes in the pattern and level of social expenditures and of economic liberalisation and deregulation. Three or four in-depth case studies will be carried out in Asia, Latin America and Africa in countries selected because of their varied approaches in terms of state intervention and speed of adjustment.

Employment dimensions of the transition to a market economy

60.14. A review will be carried out of the transition programmes in three or four formerly centrally-planned industrialised or developing countries undergoing a transition to a market economy with the aim of strengthening the ILO's capacity to respond to the increasing number of requests that are being made for policy advisory missions on the social aspects of the transition. The employment and distributional aspects of transition are particularly difficult to manage and yet are critical to the social sustainability of the reforms. The work will focus mainly on policies to manage transition with a minimum of disruption, unemployment and social cost. An effective transition policy requires the management of demand so as to contain the inflationary pressures that are generated by supply disruptions and by rising expectations as market pricing is introduced, together with the encouragement of productive investment in order to generate employment for the poor and those displaced by the transition. Demand management may require price controls, adjustments in taxation and an incomes policy to contain profits and incomes without placing excessive constraints on initiative. A major concern will be to ensure that the entitlement to wage goods such as food and lodging (whether by retaining rationing, imposing selective price controls or other measures) is a central element of the social safety net during the transition process. Some controls may facilitate the transition and others should be dismantled gradually in order to reduce the economic and social tensions that arise due to the time lag before reforms become effective and the uneven sequence of the benefits that are gained from them.

Market liberalisation in Africa

60.15. In the 1990s after a decade-and-a-half of crisis and a decade of adjustment programmes, the basic economic features of African countries will have undergone vast changes. The economies will have been opened up to internal and external market forces. Changes in the marketing of agricultural products and in the setting of wages will have had a notable impact on the rural sector. The system of guaranteed minimum prices and wages in both the rural and urban areas will have been replaced by market-determined ones. These macro-economic changes will have important distributional consequences for farmers, consumers and middlemen. They may also modify regional production patterns, depending on the initial marketing structures and resource distribution of national economies. Building upon past research, and in close collaboration with SATEP and JASPA, the aim of this work is to document the impact of these changes by concentrating on: the effect of price liberalisation on producers, consumers and middlemen; and the impact of the changes on employment patterns and on the ability of farmers to cope with price fluctuations under free markets. Case studies will be carried out in order to throw light on these questions. Extra-budgetary resources will be sought for the generation of primary data from field surveys. Three or four country reports will be produced.

Adjustment, food prices and poverty

60.16. Structural adjustment programmes are composed of a number of measures, such as a rise in agricultural terms of trade, devaluation, and the reduction or removal of food subsidies, which lead to shifts in relative prices and therefore affect production, employment and poverty levels. Changes in the relative price of food have immediate implications for access to food in both urban and rural areas. The changes affect production incentives but, in the absence of complementary measures such as the development of marketing channels, they may only have a limited impact on food output. An examination will be made of the medium-term effects of a rise in the relative price of food on: employment patterns between sectors (food versus non-food) and within the food sector (particularly between staples and non-staples); the technological conditions of production; and the incomes and food security of various poverty groups, including agricultural labourers, marginal farmers and the urban poor. The analysis will rely on secondary sources, especially surveys carried out by governments and other agencies (notably under the Social Dimensions of Adjustment project of the World Bank). The outputs will consist of: a paper providing the conceptual framework for the case studies and analysing the experience of a cross-section of countries that have been undergoing adjustment for a sufficiently long period of time; and a monograph reporting the results of in-depth case studies of two countries, one in sub-Saharan Africa and one in Latin America, in which the relative price of food has been significantly raised and sustained.

Consensual and sustainable adjustment policies

60.17. The need to link adjustment packages more closely to medium-term development strategies is now widely recognised. The success of these strategies depends on the ability of policy-makers to obtain the agreement of competing interest groups in order to obtain support for a sustainable economic strategy. The ILO has argued that the political sustainability of adjustment policies can be enhanced through greater tripartite participation and dialogue. However, such a statement needs to be supported by technical advice on how to develop consensual policies. Tactics, political timing, policy packaging, and the style and credibility of policy-makers are important factors to be considered. This work contains two distinct but related aspects. Firstly, further detailed research is required to understand the socio-political dynamics of adjustment. This should help to identify the substantive and procedural issues that need to be taken into account in order to achieve sustainable adjustment. Secondly, the development of tripartite understanding will be facilitated if it is based on a sound appreciation of prevailing economic conditions. More resources therefore need to be devoted to ensuring that labour ministries and employers' and workers' organisations have the skills and resources to play a substantive and constructive role in discussions and negotiations about structural adjustment. Major programmes 225 (Employers' activities) and 230 (Workers' activities) have a leading role to play with their respective constituencies in this process. Technical support will be required for the development of training materials and the presentation of educational programmes, including seminars and workshops, on specific economic issues related to adjustment. This will complement the work item on the role of trade unions, employers' organisations and standards in public sector adjustment which forms part of the inter-departmental activities covered by programme 140.1 (Employment promotion and structural adjustment: Labour policies for adjustment).

Technology, employment and structural adjustment

60.18. The objective of this subprogramme is to strengthen the capacity of governments and employers' and workers' organisations to monitor new technological trends and to design and implement policies and programmes to maximise the benefits from new technologies while minimising their possible negative employment effects. A related aim is to assist governments in the formulation of technology policies that harmonise their employment, development and environmental objectives. Technical advisory services will be provided in areas such as flexible specialisation (that is, the capability to adjust production volumes and product specification to rapid changes in demand) and the impact and employment consequences of biotechnologies and environmental degradation. To enable ILO constituents to take an integrated view of the consequences of new technologies, including its effects on work organisation, industrial relations and conditions of work, the various technology-related activities undertaken by the ILO will continue to be harmonised. These objectives will be promoted through continued participation in UN bodies such as the ACC Task Force on Science and Technology for Development, the UN Intergovernmental Committee on Science and Technology for Development and the UN Centre (UNCSTD).

The challenge of new technologies

60.19. Advances in new technologies, such as microelectronics, telecommunications and biotechnologies, are becoming more rapid and are revolutionising production processes in all sectors. New possibilities for growth are being opened up which dramatically alter the characteristics of employment and skill requirements. Work has been carried out in earlier biennia to investigate the quantitative employment effects of microelectronics and, to a lesser extent, of emerging biotechnologies in the production of substitutes for traditional labour-intensive export crops from Third World countries. Building on this work, with the aim of continuing to provide information and advisory services to governments and employers' and workers' organisations, four case studies will be undertaken in developing countries. These will focus on: the quantitative and qualitative employment effects of flexible specialisation, with particular emphasis on the conditions in which such specialisation can prevent employment losses, and the extent to which such flexibility affects the characteristics and quality of employment, especially in terms of a polarisation between a core workforce and a peripheral workforce and its implications for security of employment and incomes; and the employment and income distribution effects of biotechnological breakthroughs in food production and the policies that are required to prevent negative effects on the incomes and livelihoods of small-scale producers and wage workers as a result of declining demand from industrialised countries for Third World food products. Two synthesis studies will be completed by the end of the biennium. This work item will be undertaken in close consultation with major programme 70 (Training).

Environment, technology and employment

60.20. Taking account of the conceptual framework developed during the biennium 1990-91 on the inter-relationships between the environment and employment, three studies will be carried out in Africa, Latin America and Asia focusing on: the extent to which employment and poverty are affected by environmental degradation; how deforestation and soil erosion, in particular, are determined or influenced by the pricing of inputs and the choice of technology; and the measures required to prevent or alleviate these effects (including pricing policies that reflect environmental and other social costs and benefits, special rehabilitation programmes and training). Since environmental degradation and rehabilitation are often linked to infrastructural investments and other public works, the work will be carried out in collaboration with programme 60.5 (Infrastructural and rural works and employment) which will assist in the selection of countries and areas to be analysed and in the design of the necessary field work. The case studies will be synthesised in a report intended to provide governments with guidance on how to make environmental policies compatible with the objectives of employment creation and poverty alleviation, and on how to promote technologies that are both environmentally and socio-economically desirable. Extrabudgetary funds will be sought to increase the number of case studies and, if possible, to assess the employment and income implications of environmental rehabilitation programmes, and of higher environmental standards for agriculture, industry, transport and residential waste management.

Focal point on technology

60.21. Provision is made for focal point activities aimed at promoting Office-wide harmonisation and consistency in the design and implementation of ILO activities related to technology. The focal point will also be responsible for technical liaison, the preparation of Office-wide contributions on technology and collaboration with the ACC Task Force on Science and Technology for Development and other United Nations and intergovernmental bodies dealing with science and technology for development. With the increase in the substantive activities of the UN Intergovernmental Committee on Science and Technology for Development and the UNCSTD, and with the inclusion of technology as one of the themes for the International Development Strategy for the Fourth United Nations Development Decade, technology-related liaison work is likely to increase.

Monitoring employment and poverty

60.22. The aim of this subprogramme is to analyse existing information on trends in employment and poverty, and to present these analyses to ILO constituents in a manner that will assist policy discussions. The subprogramme also covers the provision of technical support to the Governing Body's Committee on Employment and the Interdepartmental Task Force on Structural Adjustment Training and Employment, as well as ILO work on employment for the UN system, in close co-operation with the Office for Inter-Organisation Relations and major programme 240 (Liaison Office with United Nations, New York).

Governing Body Committee on Employment

60.23. The preparation of documentation for and the servicing of the Governing Body's Committee on Employment and the Inter-Departmental Task Force on Structural Adjustment, Training and Employment have become ongoing activities. Servicing the Committee on Employment requires substantive treatment of employment and labour market policies and issues, as well as additional research that goes well beyond the demands of normal committee reporting. In addition, the Task Force enters into policy discussions in order to guide relations with the World Bank, IMF and UNDP in the field of structural adjustment as well as to co-ordinate internal programme and project activity in this area.

The Employment Policy Convention

60.24. The preparation of analyses of government reports on the application of the Employment Policy Convention, 1964 (No. 122), is an important ongoing activity. As in recent biennia, this work will be closely linked to other activities under this major programme related to the monitoring and analysis of employment problems, manpower planning, and labour market trends and policies. This work will continue to be supported by the regional employment teams.

Labour market trends

60.25. An analytical basis will be provided for the preparation of Office reports and contributions to different fora on the monitoring of the world employment situation. This activity builds upon work initiated in the biennium 1990-91 and comprises: the systematic analysis, based on information that is already available, of global employment trends and patterns, the growth or decline of industries and occupations in terms of employment opportunities, the emergence of new labour market processes, and the situation of vulnerable groups such as the unemployed, low-paid workers and women; the development of new methodologies and indicators which will facilitate the analysis of new labour market processes that are not adequately covered by traditional indicators, with a view to achieving a better understanding of sectors and working arrangements such as the informal sector and non-standard forms of employment; and joint and integrated work with the regional employment teams. This work includes the transfer of labour market data and analyses, and their timely updating. The information provided by the teams will be adjusted to ensure its consistency with data available at the ILO's headquarters.

Liaison work with the United Nations

60.26. Provision is made for technical support and liaison work with Programme 220.4 (Relations with intergovernmental and non-governmental organisations and major programme 240 (Liaison Office with United Nations, New York) in the field of employment. Activities will include Office representation at meetings of United Nations bodies dealing with the International Development Strategy (IDS) for the Fourth United Nations Development Decade and other global development issues, as well as the preparation of background documents and other technical contributions for such meetings. The ILO is likely to be called upon to monitor and report on progress achieved with respect to the Strategy in its fields of competence. In addition, this work will ensure that the Office is able to prepare for, and maintain a presence in, sessions of the ACC Task Force on Long-Term Development Objectives and its Technical Working Group, contribute to meetings of the Committee for Development Planning, and make a substantive response to requests from DIESA (Department of International Economic and Social Affairs) and other UN bodies in the economic and development fields. In particular, provision is made for ILO contributions to the analyses of major policy themes that will be carried out annually by ECOSOC, starting from 1991.

60.3. Employment and manpower planning and labour market analysis

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	9/06
GENERAL SERVICE WORK-YEARS	6/02
NON-STAFF COSTS EXCLUDING RBTC	$175,571
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,484,129**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	15/10
GENERAL SERVICE WORK-YEARS	16/06
NON-STAFF COSTS	$345,249
TOTAL, EXCLUDING TECHNICAL CO-OP	**$2,872,707**
TECHNICAL CO-OPERATION	$54,738,000

60.27. The objective of this programme is to strengthen the capacity of ILO member States to design and implement employment and manpower planning policies. This will be achieved by improving the ILO's knowledge of labour market processes, including labour mobility, self-employment and payment systems, and of the measures that can be taken through employment and manpower planning policies to cope with fluctuations in labour market supply and demand resulting from factors such as demographic growth on the supply side and the impact of disarmament on the pattern of employment on the demand side. This knowledge will result in the provision of improved advisory services and technical co-operation activities in this field.

Employment and manpower planning

60.28. The purpose of this subprogramme is to improve national capacity to formulate and adapt employment plans, policies and programmes and to improve manpower utilisation, especially in response to changing economic and labour market conditions. Particular attention will continue to be given to strengthening labour market information systems and improving methodologies for dealing with employment and manpower problems in the context of structural adjustment. The urgent new challenges facing employment planners and policy makers include: the promotion of self-employment; required redeployment of the labour force as a result of disarmament and demobilisation; and the need to mitigate the employment effects of structural adjustment through special social funds.

The promotion of self-employment

60.29. The first priority area for the ILO concerning the promotion of self-employment, as set out in the conclusions concerning the promotion of self-employment adopted by the International Labour Conference in 1990, is the relationship between the overall policy and institutional framework and the growth of self-employment. The dominance of the public sector, inappropriate macro-economic policies, market distortions, large-scale or capital-intensive biases in national economic and sectoral policies, and deficiencies in the legal and institutional framework governing private economic activity all lead to inefficient resource use and a relatively low level of self-employment. In particular, there is substantial untapped potential for an increase in the more productive forms of self-employment in the economies of Eastern Europe, in some other industrialised economies and in many developing economies. Four case studies will be carried out of countries at different levels of development where the development of productive self-employment has been subject to the above constraints. This work will lead to the formulation of recommendations concerning the national-level policy and institutional changes that are required to create an environment that will allow productive self-employment to expand. The studies will also advance knowledge on the distinction between the various forms of self-employment and how these are affected by different policies and institutions. Outputs will include advisory services on: policies required to sustain micro-level interventions for the promotion of productive self-employment; and ways of promoting productive self-employment in employment plans. The studies will be accompanied by a synthesis report (which may comprise a special issue of the International Labour Review), in order to provide a useful reference source for member States interested in increasing the contribution of productive self-employment to the overall growth of employment and output.

Direct employment creation

60.30. The adverse effects of structural adjustment on employment and living standards have resulted in new initiatives by multilateral lending and bilateral donor agencies to provide resources to mitigate the costs of adjustment and transition, through measures such as "social" or "employment" funds. The ILO has been involved in the design and implementation of such funds in Honduras, Jordan and a number of African countries. While the funds are frequently oriented towards relief and emergency measures, the longer-term objectives of adjustment and sustained growth would be favoured by projects and programmes with a lasting impact on employment and poverty alleviation. Based on the ILO's experience in this field, and bearing in mind that the resources for the funds are often provided on an emergency basis, four or five country-specific evaluations of the use of social funds will be carried out in co-operation with the regional employment teams, with particular reference to the impact of the funds on poverty and employment. This evaluation should suggest criteria for channelling resources towards activities which combine employment creation and poverty alleviation with effective macro-economic policy management and employment planning. The work will also strengthen collaboration with the World Bank, the main institution involved in funding and supervising structural adjustment programmes.

Improving labour market information systems

60.31. Research and operational activities carried out in previous biennia have led to the establishment and upgrading of labour market information (LMI) systems in several member States. In general, these systems have been designed to monitor changes in employment and labour market conditions for purposes of employment policy formulation. Attempts have also been made to introduce flexibility into the operation of LMI systems so as to cope with the rapidly changing employment and labour market situations in many developing countries during the 1980s. A systematic examination and evaluation will be made of the adequacy of LMI systems that have been established with ILO technical assistance in four or five countries, with a view to identifying ways of increasing their effectiveness. The evaluation will also focus on improvements that may be required in institutional arrangements, including the decentralisation of data collection and analysis, and on more comprehensive data coverage for specific target groups in the labour market (such as women and youth) and the unorganised sectors. The results of the country-specific evaluation studies, and a synthesis report, should provide a firm basis for the provision of advisory services to governments and for the design of technical co-operation projects to promote improved monitoring of the labour market. These activities will be carried out in close co-operation with major programme 120 (Labour information and statistics) and with the regional employment teams.

Skills-related manpower planning and policies

60.32. Measures to cope with the current economic crisis in much of the developing world have resulted in problems related to the under-utilisation and misallocation of skilled manpower. In many countries the labour market situation is now characterised by the unemployment of educated persons and a mismatch between the academic qualifications that have been acquired and the skills that are needed for the jobs available. Manpower shortages continue to exist in certain skill categories. The ILO has been receiving requests for assistance in the design and implementation of manpower policies to tackle these problems. In close co-operation with ARTEP, SATEP and JASPA, technical advisory services will therefore continue to be provided in the field of manpower planning, especially in the context of technical co-operation projects. A firm analytical and conceptual base will also be established for the optimal choice of manpower policies. Case studies will be carried out in two or three developing countries where a serious mismatch between manpower demand and supply has arisen, in order to identify the major obstacles which have to be overcome.

Disarmament and employment

60.33. As the real prospects of achieving disarmament and demobilisation increase, their labour and social aspects take on greater importance. In particular, there is a need to assist governments to adopt measures at both the local and national levels to facilitate the productive integration of the manpower that is released and to maintain overall employment levels. The types of detailed data and analyses which policy-makers will require at both the local and national levels will be identified. The loss of employment generated by demobilisation and closures of plants and military installations is often geographically concentrated. At the local level, it will be necessary to assess the characteristics of the labour that is to be released in relation to the supply of similar skills, the demand for them and the efforts that are needed to increase local investment. At the national level, alternative ways in which savings from defence expenditures have been utilised and their impact on employment will be analysed. Current examples of anticipatory and compensatory labour market policies will be examined. The output will take the form of articles for the International Labour Review.

Labour market analysis

60.34. The objective of this subprogramme is to provide improved advisory services for the formulation of labour market policies. This will be achieved through the generation and dissemination of information on labour market processes, including in particular labour redeployment and flexible payment systems.

Employment mobility at the enterprise level

60.35. The transfer of labour from declining, low-productivity sectors and firms to those in which expansion is desired is crucial to all structural adjustment programmes. But what are the main forms of labour mobility? How much and what type of mobility is desirable? And what are the appropriate ways of achieving that mobility? These questions will be addressed through an examination at the establishment level of: the impact of technological and structural change on labour mobility; the employment consequences of such change and options for avoiding unemployment, and the methods of displacement. The work will be undertaken with a view to determining whether vulnerable groups, such as women and older workers, are particularly affected and, if so, which policies would enable them to remain in the mainstream work force. Labour mobility has received little attention, partly because desired employment restructuring has only recently assumed major proportions, with more rapid technological and structural change. In continued collaboration with major programme 120 (Labour information and statistics), enterprise-level surveys will be carried out in several East European and developing countries undergoing structural change. Outputs will include guide-lines on data requirements. A comparative analysis will also be undertaken of enterprise practices with respect to mobility in various contexts and will lead to recommendations for efficient and equitable mobility policies.

Flexible payment systems

60.36. Many innovative schemes have been introduced to make payment systems more flexible and responsive to labour market pressures. One view is that such flexibility boosts employment, productivity, labour mobility and structural adjustment. However, critics say that it entails income insecurity and has no effect on employment. An assessment will be made of whether more flexible systems, including profit-sharing, merit-related and bonus-based pay, are sufficiently beneficial in terms of their employment or labour market implications to justify their promotion, particularly in developing economies. The 1980s saw a proliferation of such schemes world-wide, and sufficient time has therefore elapsed for an evaluation to be made of their efficiency and distributional impact. One output will be an analysis of the employment effects of the transition to performance-related and self-management pay systems, as in the USSR and Hungary; another will be an evaluation of the labour market and employment effects of the spread of flexible pay systems in industrialising countries, such as Indonesia and Chile. Micro-level data will be gathered through establishment-level surveys.

Population and labour policy

60.37. The overall objective of this subprogramme is to assist member States to adopt policies and programmes to deal with the economic and social problems arising from population growth, structure and distribution. A major aim is to furnish planners and policy-makers with information about the relations between employment and human resource development policies on the one hand and demographic variables on the other, and to provide them with operational tools to integrate population and human resources issues into employment and development planning and policies. A further objective is to accelerate the integration of population and family welfare considerations into national economic, social and labour policies, and to introduce and institutionalise population education and family welfare concerns in work-related education, welfare and health services. These activities are intended to contribute to the implementation of the World Population Plan of Action (WPPA) and the Mexico City Declaration on Population and Development, adopted by the International Conference on Population (Mexico City, August 1984).

60.38. Activities will include: major policy research work in areas of direct relevance to the ILO, such as migration and employment, the role of women, child labour, population growth and poverty; the development of operational methodologies, including micro-computer-based software packages, for integrated population, human resources and development planning; multi-disciplinary training activities involving the regional employment and labour and population teams, and other UN and international or national organisations; and the preparation of training materials. In recent years, the ILO's population and labour activities have also assumed a growing importance within the UN system, with the ILO becoming a major implementing agency of UNFPA-funded programmes. Some of the work to be carried out under other subprogrammes (particularly the Labour market analysis subprogramme) has a demographic component and direct links to activities funded by UNFPA. Similarly, two inter-regional research projects currently being financed by the UNFPA, which focus respectively on the problem of migration and the employment implications of the growth of large cities, and on the ageing population and the elderly workforce, complement the ILO's work on labour markets and employment planning.

Technical co-operation

60.39. UNFPA funding of approximately $24 million is expected for the biennium. These funds will provide for the continuation of global, regional and country projects covering policy research, institution-building, training, the preparation of training materials, survey design and data collection. A key part of the work of this subprogramme will continue to be the promotion of education for population and family welfare issues at the workplace. In addition, funding of approximately $30.7 million is expected to be available from UNDP and multi-bilateral sources for advisory work, training and institution building in the fields of: overall employment policies and plans; manpower planning; and the strengthening of labour market information systems.

60.4. Employment and incomes in the rural and informal sectors

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	18/10
GENERAL SERVICE WORK-YEARS	10/00
NON-STAFF COSTS EXCLUDING RBTC	$225,393
RB TECHNICAL CO-OPERATION (RBTC)	$634,730
TOTAL	**$3,330,359**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	6/08
GENERAL SERVICE WORK-YEARS	5/00
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$955,740**
TECHNICAL CO-OPERATION	$6,478,000

60.40. The objective of this programme is to promote productive employment and reduce poverty for men and women in the farm and non-farm sectors of rural areas and in the informal sector. This will be achieved through policy-oriented research, the provision of advisory services and technical co-operation.

Rural employment, poverty and labour markets

60.41. The objective of this subprogramme is to strengthen advisory services and technical co-operation activities in order to improve the design of rural development policies and development projects so as to make them cost-effective and sustainable. This will be achieved through the development of a knowledge base by policy-oriented research into changing trends in rural employment, labour markets and poverty. Another aim of the subprogramme is to co-ordinate work on rural development within the ILO and with other UN agencies in this field.

Casual and unprotected workers

60.42. An important feature of the rural labour markets in developing countries is the growing casualisation of the labour force. Preliminary evidence suggests that, with the increased commercialisation of agriculture, more permanent wage workers are being replaced by casual and temporary workers, many of whom are migrants. This is due to the changing patterns of labour demand resulting from the adoption of new technologies, and the relatively higher cost of permanent workers. The changing composition of the rural labour force, whether or not it is accompanied by an overall reduction in the demand for wage labourers, has affected the socio-economic position of rural workers in several ways: on the one hand, casual and temporary workers are frequently unprotected, unorganised and paid low wages while, on the other hand, women's participation in the labour force has increased and small farmers have been able to supplement their meagre farm earnings with wages from temporary work. However, detailed evidence on the scope and magnitude of these changes is lacking and an analytical review will therefore be carried out of existing data from developing countries on the trends and causes of temporary and casual wage work in agriculture and its impact on rural incomes and living standards. The study will be carried out in co-operation with ARTEP, programme 60.6 (International migration for employment) and major programmes 50 (International labour-standards and human rights), 90 (Working conditions and environment) and 100 (Sectoral activities) and will be published as a report. It will have the dual objective of strengthening ILO capacity to provide technical advisory services and assessing the need to introduce new standards by examining the coverage of casual and temporary workers in ILO standards.

Co-ordination of rural activities

60.43. Rural development activities have expanded substantially under all the technical major programmes during recent years and now constitute over 50 per cent of the ILO's technical co-operation programme. Provision continues to be made under this subprogramme for the co-ordination of ILO activities in this field. Within the ILO, this involves: managing RBTC resources for rural development; providing secretarial services for the Inter-Departmental Committee on Rural Development (ICRD); acting as the ILO focal point for the ACC Task Force on Rural Development and the ACC Panels on People's Participation and Monitoring and Evaluation; and assisting in the preparation of meetings of the Tripartite Technical Meetings on Rural Development (previously the Advisory Committee on Rural Development). In addition, the ILO's role in providing technical advisory services to support inter-agency activities for rural development involves participation in activities such as the ACC Sub-Committee on Nutrition and country follow-up missions for the World Conference on Rural Development and Agrarian Reform (WCARRD). This work also covers ILO participation in country technical advisory missions of the World Bank (SDA), the WFP and IFAD as well as ILO advisory missions requested by member States. The Office also continues to backstop projects to assist vulnerable groups such as refugees and victims of famine.

Evaluation of rural development projects

60.44. Well-designed and properly targeted rural employment-generating projects can contribute to increased productivity and the alleviation of poverty in the rural sector. The creation of viable and sustainable rural employment opportunities may also reduce migration to congested urban areas. Generally, the ILO's technical co-operation programmes in rural areas are carried out with the specific objective of generating rural employment, particularly for disadvantaged groups such as the landless, women and young people. Despite the increase in these programmes, there is no established mechanism for collecting the data needed in order to assess the impact of the projects and their effectiveness in achieving their objectives. A project evaluation methodology for examining the socio-economic impact of rural development projects will therefore be developed and in each biennium two or three recently approved large-scale ILO projects involving direct assistance to the rural poor will be selected as the subjects of baseline surveys to be carried out in collaboration with national institutions. Each survey will be followed up by a project completion survey, and subsequently by a detailed ex post study of the project's impact on beneficiaries. A synthesis of these studies will be prepared summarising their conclusions and suggesting ways to improve the design of future projects.

Women workers in rural development

60.45. The objective of this subprogramme is to increase the capacity of governments and employers' and workers' organisations (including organisations of rural women) to design and implement policies and action programmes to improve the employment and incomes of rural women, to extend their social and legal protection, and to promote their organisations. Through research, advisory services and field projects, it is intended to promote a better understanding of the employment patterns and conditions of women workers in rural areas, to monitor changes induced by the policy environment, to provide technical advisory services and to carry out pilot projects.

Women workers and their organisations

60.46. The ILO will continue to provide technical support and advice for policy design and reform, and to initiate and implement projects on income generation, organisational promotion and labour standards. This work includes advisory services in response to the requests received from ILO constituents concerning the integration of women into the planning process for rural development, employment policies and programmes, the social and legal protection of women workers and the strengthening of their organisations. It also includes the design, backstopping and monitoring of a large and expanding programme of externally-funded pilot projects in the fields of employment creation and income generation, the promotion of participatory organisations, international labour standards, institution-building at the local and national levels and environmental rehabilitation by rural women workers. An in-depth review will also be carried out of the ILO's interventions in favour of rural women over the last ten years, particularly for the development of women's organisations and the promotion of income-generation activities.

Structural change and rural women

60.47. There has been widespread concern over the past decade at the impact on the poor of structural adjustment programmes and the environmental crisis in Africa and Latin America, and of the international economic recession in Asia. In view of basic structural differences in the range of economic opportunities open to men and women, it has become essential to undertake a gender-differentiated analysis in order to understand the impact of structural change and the responses of the poor, particularly women. Building on past experience, these concerns will be addressed by integrating gender issues into mainstream development thinking and action. The impact of changes in macro-economic policies on various categories of women workers will be examined with a view to designing programmes that respond to these problems. Emphasis will be placed on documenting the impact of adjustment processes on the position of rural women in the labour market and the household allocation of labour and assets, through case studies and regional overviews. A set of specific indicators will also be developed for the systematic collection of data so that the changes in the status of different categories of rural women workers can be monitored. Gender issues will be brought into the policy debate through the organisation of meetings and workshops related to specific issues such as adjustment policies, access to land in Africa, migration in Latin America and the social and legal protection of home-based workers in Asia. Advisory missions will also be undertaken on policies and programmes to promote the employment of women in rural areas.

Participatory rural institutions

60.48. This subprogramme addresses the issue of the participation of the rural poor in development. Participatory institutions, such as co-operatives, semi-cooperatives and group associations, form an important element in measures to secure a better livelihood for the rural poor, who are generally unorganised and unprotected. Moreover, the organisation of rural labour is fundamental for the application of existing labour standards, and for them to participate in the debate on policy issues, take part in national development programmes and undertake self-development activities. The objective of the subprogramme is to strengthen local organisations of poor rural workers and promote the increased observance of international labour standards relating to the improvement of their living and working conditions. This will be achieved through a combination of research, advisory services and standard-related activities.

Indigenous and tribal peoples

60.49. In 1989 the International Labour Conference adopted a resolution on ILO action concerning indigenous and tribal peoples. To follow up this resolution studies will be undertaken to document the living and employment patterns of indigenous and tribal peoples and the initiatives that have been taken to promote their self-development in collaboration with major programme 50 (International labour standards and human rights) and with the regional adviser on rural development and indigenous peoples for Latin America. Two national workshops will be held in selected countries and will bring together policy-makers, leaders of indigenous and tribal peoples and agencies working with them to discuss these studies and encourage dialogue in order to promote the ratification of the Indigenous and Tribal Peoples Convention, 1989 (No. 169). Pilot technical co-operation projects financed from extra-budgetary resources will be launched with the objective of alleviating poverty and underemployment among these peoples, and technical exchanges will be encouraged between indigenous peoples through study tours and regional workshops.

Convention 141 and rural development

60.50. The Rural Workers' Organisations Convention, 1975 (No. 141), recognises the principle of freedom of association for rural workers and invites governments to facilitate the growth of rural workers' organisations and their participation in decisions concerning rural development. In close collaboration with major programmes 50 (International labour standards and human rights) and 230 (Workers' activities), promotional activities will be continued for the ratification and implementation of Convention No. 141. These will include organising two tripartite national seminars, funded by RBTC, to strengthen the tripartite dialogue on this Convention and to explore its possible ratification; undertaking a comparative analysis of the actual and potential socio-economic effects of Convention No. 141 on selected countries that have ratified it; and collaborating closely with major programme 50 in the analysis of government reports on the implementation of this Convention.

The informal sector

60.51. The objective of this subprogramme is to assist member States to design and implement policies and action programmes to create additional employment and raise the incomes and productivity of workers in the informal sector. The principal means of action will include: short-term technical advisory services; technical co-operation activities; and seminars to disseminate information based on studies on specific issues and practical field experience in the development of the informal sector. The advisory services provided by the ILO will be reinforced by an analysis of the consequences of structural adjustment policies and of the scope for employment and income generation through institutional and regulatory reforms in the informal sector.

Structural adjustment and the urban informal sector

60.52. Technical advisory services to member States on the design and implementation of employment and income generation policies in the urban informal sector will be continued and expanded to include advice on appropriate structural adjustment policies. With increasing pressure on developing countries to adopt structural adjustment programmes, there is a growing need for policy advice to minimise, if not reverse, the adverse employment consequences of such programmes in the informal sector. Studies undertaken in past biennia have not examined the effects on informal sector output and employment of adjustment measures such as devaluation, the reduction of public expenditures, the elimination of subsidies, and changes in wage, price and tariff structures. In order to widen the scope of advisory services and technical co-operation, in collaboration with the regional employment teams, three national studies will be carried out to assess the employment effects of various structural adjustment measures in Asia (possibly the Philippines), Africa (Côte d'Ivoire or Ghana) and Latin America (possibly Mexico). A special examination will be made of the effect of eliminating parallel markets. The policy implications and lessons emerging from these studies will be issued as working papers in 1993 and synthesised in a monograph to be published in 1994. In addition to their dissemination through advisory services, the findings will be made available to countries through policy-oriented seminars to be financed from extra-budgetary funds.

Regulatory barriers

60.53. Institutional and regulatory barriers, such as permits to operate businesses and fiscal, labour and other regulations, can seriously limit the impact of policies and projects in the informal sector. The cost of complying with regulations may represent an insurmountable obstacle to informal sector production units. In order to improve the effectiveness of ILO work in this field six studies will be made of selected countries in Asia and Africa with a view to assessing the nature and importance of regulatory barriers, and to evaluating the impact that changes in regulations can have on various categories of micro-enterprises. These studies will take into account the findings of the study on policy environment for small enterprises (most of which are larger, legal and headed by qualified entrepreneurs) being undertaken in the biennium 1990-91 and will be carried out in collaboration with major programme 70 (Training) and the regional employment teams. The results of the studies will be issued as working papers in 1993 and synthesised for publication in book form in 1994.

Production techniques for micro-enterprises

60.54. The aim of this subprogramme is to assist member States to promote micro-enterprise development by increasing the availability of improved techniques, and by more efficient dissemination of technological information and advisory services.

Technologies for productive employment

60.55. Advisory services and technical co-operation, which are the principal means of action under this subprogramme, have expanded rapidly in recent years and have proved successful in increasing the level of productive employment in many developing countries. Past experience indicates that the use of improved technologies is necessary to raise technical efficiency and the quality of the output. The ILO will therefore continue to collect and disseminate information on different approaches to the adoption and application of improved technologies, including the establishment of common facility centres involving the government, NGOs and the private sector, the creation of consulting and engineering firms, and the promotion of repair and maintenance services to accompany the introduction of improved equipment.

60.56. The widespread adoption and application of improved technologies is far from being achieved for reasons that have not yet been adequately ascertained. These may include insufficient commercial production of improved tools and equipment, the lack of equipment maintenance and repair networks and services, and difficulties in patenting some of the improved techniques. The extent and impact of these constraints in preventing the widespread adoption of improved technologies will therefore be investigated in fields such as the production of building materials, the manufacture of tools and implements for the farm and craft sectors and food processing. These investigations, which will be carried out in the context of technical co-operation projects, will lead to the production of practical guide-lines, to be developed by the end of the biennium, disseminated to countries through advisory services and incorporated in the design of technical co-operation projects.

Dissemination of technological information

60.57. Technological information plays a major role in improving the technology that is used by small and micro-enterprises. Yet information channels are still fairly inadequate, and the available information is not always suitable for these enterprises. The ILO is carrying out various activities to help developing countries acquire more suitable information freely or at an affordable cost, and to establish their own technological information systems. These activities include the establishment of the ILO technological information system INSTEAD and publication of technical memoranda in the Technology Series. Four new technical memoranda that will be of particular interest to small-scale producers will be published and widely disseminated, including one on computer-aided design, using material generated by ILO technical assistance projects and WEP research studies. The services offered by INSTEAD will be expanded and will include the organisation of training activities, which will be largely funded by extra-budgetary sources, for documentalists and managers of national technological information systems. These activities will include training on the design, establishment and operation of technological information systems, and thesaurus development. Finally, in collaboration with the regional employment teams, a study will be carried out on the availability, usefulness and reliability of technological information sources servicing small-scale producers in a selected number of African and Asian countries, with a view to obtaining more knowledge of the problems relating to information faced by these producers so that policy guide-lines on how to overcome some of these problems can be formulated.

Technical co-operation

60.58. Since the mid-1970s, RBTC resources have been provided to promote rural development activities in the ILO. These resources have been used for a variety of purposes. On average, 50 to 60 per cent is used as "seed money" to develop new technical co-operation projects, while the rest has been allocated for policy advisory services (25 per cent), strengthening rural workers organisations (12 per cent), technical co-operation between developing countries (TCDC) (8 per cent), and the promotion of ILO standards for rural workers (5 per cent). The RBTC provision for rural development amounting to some $578,000 in the biennium 1992-93 plays a useful role in promoting rural development activities, along the lines indicated by the ILO's policy-making organs, including in particular the Conference and the Advisory Committee on Rural Development. In the administration of these resources co-ordination between the different departments involved in rural development activities is encouraged as far as possible.

60.59. Since the biennium 1988-89, when a special allocation of RBTC funds was established specifically for the urban informal sector and related activities, both technical advisory services and technical co-operation projects on the informal sector have increased significantly. Taking into account the experience of past biennia, RBTC resources, which will amount to some $57,000 in the biennium 1992-93, will be used for: preparing project documents and providing advisory services on the urban informal sector following requests from member States; undertaking pilot projects to stimulate action at the national level; and assisting employers', workers' and non-governmental organisations to promote the informal sector through activities such as designing new training approaches, and introducing innovative social security mechanisms. Requests for these services are expected to increase as the governments in more developing countries begin to discover the importance of promoting the urban informal sector, particularly in view of the rapid increase in the urban population.

60.60. Approximately $6.5 million in extra-budgetary resources is expected to become available under this programme to finance activities such as: country studies and policy-oriented seminars on the impact of structural adjustment measures; training activities on the dissemination of technical information; activities to assist vulnerable groups, such as refugees and the victims of famine; pilot technical co-operation projects to address the issues of poverty and underemployment among indigenous and tribal populations; and field projects in selected countries on people's participation in rural development programmes.

60.5. Infrastructural and rural works and employment

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	15/09
GENERAL SERVICE WORK-YEARS	8/01
NON-STAFF COSTS EXCLUDING RBTC	$132,390
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$2,182,641**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	13/08
GENERAL SERVICE WORK-YEARS	6/00
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP	**$1,722,576**
TECHNICAL CO-OPERATION	$51,976,000

60.61. The objective of this programme is to assist member States to design and implement labour-intensive works schemes as a major means of employment promotion and income generation. These schemes are based on the development and effective use of local resources, in particular unemployed and underemployed labour, local materials and local technical, managerial and private sector capacities. Through the cost-effective construction of infrastructural and other assets, these schemes aim to strengthen the productive capacity of low-income groups during periods of rapid economic change and to mitigate the social consequences of structural adjustment. Local and national level involvement in the design and implementation of such schemes tends to encourage the observance of certain international labour standards, and to improve the working and living conditions of low-income groups in rural and urban areas.

Promotion and technical support of operational programmes

60.62. The objective of this subprogramme is to strengthen ILO advisory services and technical support for the planning, design and implementation of cost-effective programmes and projects for the labour-intensive construction, rehabilitation and maintenance of infrastructures and rural works. These operational projects demonstrate the practical application of ILO policies in the field of employment generation by fostering better local resource utilisation. They include technical and financial assistance components and serve as a catalyst for wider development efforts, particularly in the fields of rural development and environmental protection. They also help to counter-balance the negative consequences of structural adjustment and rapid economic change by generating income among low-income target groups.

Local-level works programmes

60.63. Design work on concepts, policies and techniques is needed to respond to an increasing number of requests from member States for advice on employment-intensive strategies for local government and community-based construction and maintenance programmes. The cost-effective use of labour and other locally available resources is an important objective in the context of the debt crisis, structural adjustment, growing unemployment, environmental degradation and the breakdown of rural and urban infrastructure. Policies and approaches will be developed that promote participatory planning and the use of local resources, decentralisation to local government bodies and target group institutions, and the strengthening of the domestic private sector. Emphasis will be placed on improved working conditions, access to productive assets and social services for disadvantaged groups such as casual and seasonal workers, equal opportunities for women, and the promotion of relevant labour standards. In addition to the well-established special rural works programme, two new types of programmes will be developed in the biennium 1992-93: labour-intensive works in degraded urban areas; and the restoration of the local resource base in areas hit by natural and man-made disasters. Environmental protection activities will become a regular feature of these programmes. Outputs will include country-specific conceptual work (technical reports, surveys, policy guide-lines), programme design and donor negotiations for approximately 10 new field programmes, as well as technical advisory services on relevant ILO policy aspects for some 26 ongoing programmes.

Promotion of labour-based technology

60.64. A more effective allocation of resources and the adoption of suitable technologies is required in order to reorient major sectors of infrastructure construction and maintenance towards employment-intensive development. The aim is to promote direct and, more importantly, indirect employment more widely through a reduced reliance on foreign exchange, larger shifts in income from foreign to domestic contractors, and the restoration of access to markets, which should result in the creation of conditions for sustainable growth. In order to achieve a broad application of labour-based technologies it is necessary to demonstrate that they are cost-effective in country projects, to develop relevant policies for specific infrastructure sectors, and to adapt monitoring systems and management methods. Technical advisory services will concentrate on the engineering and technology aspects of national infrastructure programmes, such as feeder roads and irrigation, and technical support will be provided in the areas of engineering, planning and design. Collaboration will continue with the ECA and the donor community for the Sub-Saharan African Transport Programme (SSATP) regarding its Road Maintenance Initiative (RMI) and rural accessibility strategy. The ILO has been requested to take a lead role in defining SSATP strategies for rural accessibility. Outputs will include engineering case studies, data on technical quality, costs and organisational requirements of labour-based works in major infrastructure sectors, a methodology for pre-investment surveys on rural transport needs and local resource planning, and technical guides on maintenance strategies. The specific outputs for SSATP and RMI will include contributions to transport sector papers, comparative studies on rural transportation and policy planning workshops for national follow-up.

Infrastructure investment policies and loans

60.65. It is well recognised that investments in infrastructure play a central role in employment promotion. It is necessary to go beyond demonstration projects and to implant local resource-based approaches into the infrastructure investment policies of national authorities and international financing agencies. The continuing debt crisis and the disappointing results of the first series of structural adjustment programmes call for complementary measures to alleviate their social cost. In the field of infrastructure, this requires long-term investment policies based on the effective and sustainable use of labour and other local resources. Activities under this work item include: participation in multi-disciplinary missions advising governments on the social dimensions of adjustment; participation in inter-agency identification and appraisal missions; advisory services on the development of private sector capacity for labour-based construction and maintenance; and a continued policy dialogue on labour-based approaches with international financing agencies. This work will be closely co-ordinated with major programme 150 (Programming and co-ordination of technical co-operation) and the regional major programmes. Outputs will include contributions to ILO country studies on structural adjustment issues, contributions to the sectoral studies and meetings of development banks, and the design of project proposals for employment-intensive components of infrastructure loans. A policy paper will also be prepared on the costs, sustainability, replicability, and time-frames for labour-based infrastructure programmes. It will be disseminated among national authorities responsible for investment decisions. Although the activities covered by this work item will focus on policy and programme development issues, operational projects will also be backstopped at the field level by specialised regional advisers.

Policy studies and human resources development for labour-based works programmes

60.66. The objectives of this subprogramme are to further develop policies and technical capacities relating to labour-based infrastructure and rural works, by monitoring ongoing programmes, assessing their impact and designing appropriate training materials and systems. Emphasis will be placed on policy and training support to build up institutional and human technical resources at the local level, both in the public and private sectors, so as to ensure the long-term viability and replication of these programmes.

Monitoring, evaluation and policy-oriented studies

60.67. The replicability of labour-based methods on a broader scale will be supported by the establishment of a monitoring system and in-depth evaluations. During the biennium 1992-93, a newly developed computer-based system will be introduced to provide a standardised, but locally-adapted sectoral approach to site-level work planning, data collection and reporting. In-depth evaluations, based on data provided by the monitoring process are crucial at mid-term and at the end of projects in order to help correct expansion plans, enhance technical credibility, and mobilise local and extra-budgetary resources. Seven or eight in-depth evaluations will be carried out in the biennium 1992-93 by multidisciplinary inter-agency teams. This work will, as in the past, be closely co-ordinated with major programme 200 (Programming and management). In addition, internal reviews of projects, which were begun on an experimental basis in the biennium 1990-91, will be continued to ensure that evaluation recommendations are adopted in project management decisions. Policy-oriented studies, which provide comparative socio-economic data on the benefits and impact of the infrastructures that have been created, will complement these evaluations. The series (two studies have already been published and another two are under way) will be continued in the biennium 1992-93 with a study on rural access and feeder roads focused on community needs, local planning and capacity building.

Human resources development

60.68. The development of human resources is important for the sustainability of labour-based infrastructure programmes and the optimal use of local resources. Structural adjustment and the reduction of government budgets have not only made this approach even more relevant, but have also resulted in a greater need in developing countries to build up the capacity of local private firms and beneficiary institutions. During the biennium 1992-93, an increase in the demand for ILO services to train government technicians, local contractors and grassroots organisations in methods of labour-based construction and maintenance is anticipated. To meet this demand, ongoing activities, such as training advisory missions, the organisation of seminars and workshops and the design of training materials, will be expanded. Information and training on relevant work standards will continue to be provided for field project staff and their counterparts. Outputs will include new training materials focusing on work standards, work-site planning and monitoring, local project selection, environmental protection and the planning and supervision of contracts with private firms. Project-specific materials developed in the biennium 1990-91 for the training of small contractors and government supervisory staff will be adapted and published as training guidelines and materials and will be used to support training courses on labour-based techniques in developing countries. Collaboration will be developed with engineering faculties in order to promote the inclusion of labour-intensive construction methods in their curricula. Course programmes will also be designed for the staff of other aid agencies that are interested in incorporating ILO approaches into their bilateral construction and maintenance projects. These activities will be undertaken in collaboration with major programme 70 (Training), with particular emphasis on training support programmes for small local contractors.

Technical co-operation

60.69. It is expected that delivery from extra-budgetary sources will amount to some $52 million in the biennium 1992-93. The extra-budgetary funds will be spent on operational activities in member States which will support the objectives of this programme.

60.6 International migration for employment

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	6/00
GENERAL SERVICE WORK-YEARS	2/08
NON-STAFF COSTS EXCLUDING RBTC	$104,155
RB TECHNICAL CO-OPERATION (RBTC)	$78,450
TOTAL	**$940,669**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	0/08
GENERAL SERVICE WORK-YEARS	0/11
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$118,779**
TECHNICAL CO-OPERATION	$888,000

60.70. The objective of this programme is to promote equality of opportunity and treatment for migrant workers and their families, and to assist governments and employers' and workers' organisations to pursue effective employment-oriented policies in the field of international migration.

International instruments

60.71. Resources are provided for technical advisory services relating to national laws and regulations and their implementation, bilateral agreements and international instruments (including assistance in the supervision of the UN Convention on the rights of all migrant workers and their families). Provision is also made for supervision of the application of the Migration for Employment Convention (Revised), 1949 (No. 97), and the Migrant Workers (Supplementary Provisions) Convention, 1975 (No. 143).

Foreign domestic servants

60.72. Female domestic staff and similar categories of workers are the most vulnerable and disadvantaged category of persons working in countries other than their own. Their employment and living conditions were studied in a few southern European and Asian countries in the biennium 1990-91. In 1992 these empirical studies will be extended to the Americas and in 1993 the need for the revision of existing international labour standards or the elaboration of new ones will be assessed.

Migrants and unions

60.73. Workers' organisations are facing new challenges as a result of the increasingly complex phenomenon of international migration. Trade unions in the major host countries have set up special machinery to deal with the problems of migrant workers. However, the number of migrants acceding to positions of responsibility as union delegates or as executive members of the union boards appears to be relatively low. Moreover, trade union officials have rarely received specific training in the protection of migrant workers' rights. Workers' organisations in the countries of origin feel the need to train their officials in this field in order to enhance co-operation with unions in the host countries, with a view to defending immigrant workers' rights. An integrated training approach to the problems of migrant workers will therefore be developed for union officials and delegates in both countries of origin and host countries in collaboration with programme 230.3 (Workers' education) and the Turin Centre. Training modules will be developed and will form the basis of training activities to be financed by RBTC and, if necessary, by extra-budgetary funds.

Migrant workers and discrimination

60.74. Migrant workers and the members of their families suffer from both de jure and de facto discrimination. Although de jure discrimination may be covered by legal measures, de facto discrimination subsists and needs to be tackled by different means. Discrimination occurs when migrants are accorded inferior treatment compared with nationals in spite of similar education, qualifications or experience. It is common in fields such as access to jobs and training opportunities, work allocation and promotion within enterprises, terms and conditions of employment. Moreover, it appears to be on the increase. The ILO will therefore launch a new activity with the aim of helping governmental and non-governmental organisations combat the de facto discrimination faced by migrant workers in the world of work. In the biennium 1992-93, the major forms, extent and severity of de facto discrimination in fields of ILO competence will be documented through surveys in several host countries, manuals will be drafted for educational purposes and extra-budgetary funds will be sought for subsequent work stretching over several biennia in all regions with a high concentration of migrant workers. The ultimate aim is to arrive at a code of practice to combat discrimination against migrant workers for adoption by the Governing Body in a later biennium.

Integration of migrant workers

60.75. The stated aim of most host countries is to integrate migrant workers and their families, with the exception of a few countries that are pursuing an assimilation policy. Integration is the only answer to the economic and social marginalisation of migrants and the resulting tension and conflict. Part II of the Migrant Workers (Supplementary Provisions) Convention, 1975 (No. 143), and the accompanying Recommendation (No. 151), contain the contours of an integration policy enabling migrant workers and members of their family to adapt to the host society while maintaining their cultural identity, if they so wish. A comparative study will be undertaken of the most successful measures in European countries with a view to highlighting the scope and constraints of integration policies, and their achievements and shortcomings, in order to provide policy-makers with greater insight and a broader range of models from which they can choose.

MIES

60.76. In line with the call made by the High-Level Meeting on Employment and Structural Adjustment in November 1987 for the monitoring of flows of migrant labour and in response to the particular interest expressed by Mediterranean countries, the Office will act as the secretariat for the Mediterranean Information Exchange System on International Migration and Employment (MIES). This involves the collection and dissemination of statistics and information, and the servicing of technical meetings of the MIES.

Contemporary migration flows and problems

60.77. The last comprehensive ILO study on international migration was published in 1959. Since then substantial changes have taken place. Migrants move into and out of practically every country in the world in growing numbers, and over longer distances. Several developing countries actively pursue policies to market their manpower and promote remittances as part of their employment strategy. However, many traditional or new immigration countries are clamping down on inflows, and thereby driving foreign job-seekers underground. The labour markets of certain countries or regions have become increasingly interdependent and a global labour market is beginning to take shape in which the process of structural adjustment transforms immigration countries into emigration countries and vice versa, in the space of a few years. A comprehensive assessment will therefore be prepared, for publication in an appropriate form, of contemporary flows, and the problems associated with international migration.

Technical co-operation

60.78. RBTC resources of some $78,000 will be used for various activities including pilot field projects and meetings. RBTC funds will also enable the training of union officials and educational courses related to migrant workers in both the countries of origin and in host countries. Extra-budgetary resources of $0.9 million are expected to be available for this programme in the biennium 1992-93 to finance technical co-operation activities. These will be designed to improve the protection of migrant workers and to assist countries in Africa, Asia, Central and South America to improve the way in which they cope with the economic and social problems caused by the emigration and return of migrant workers, refugees and displaced persons.

Major Programme 60. Employment and Development

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
60.1. DEPARTMENTAL MANAGEMENT										
PROGRAMME MANAGEMENT AND SUPPORT	4/00	6/00	800,232	30,000	830,232	2/00	1/08	296,004	7,843	303,847
1992-93 TOTALS	**4/00**	**6/00**	**800,232**	**30,000**	**830,232**	**2/00**	**1/08**	**296,004**	**7,843**	**303,847**
1990-91 TOTALS	**5/06**	**6/00**	**952,620**	**84,966**	**1,037,586**	-	-	-	-	-
60.2. EMPLOYMENT AND STRUCTURAL ADJUSTMENT										
EMPLOYMENT AND DEVELOPMENT STRATEGIES	11/03	-	1,142,910	115,900	1,258,810	-	-	-	-	-
TECHNOLOGY, EMPLOYMENT AND STRUCTURAL ADJUSTMENT	5/06	-	558,756	60,000	618,756	-	-	-	-	-
MONITORING EMPLOYMENT AND POVERTY	7/00	2/00	822,528	70,000	892,528	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	1,850,000	1,850,000
PROGRAMME MANAGEMENT AND SUPPORT	1/00	9/07	635,307	66,856	702,163	-	-	-	-	-
1992-93 TOTALS	**24/09**	**11/07**	**3,159,501**	**312,756**	**3,472,257**	-	-	-	**1,850,000**	**1,850,000**
1990-91 TOTALS	**22/07**	**11/02**	**2,916,180**	**529,378**	**3,445,558**	-	-	-	**1,400,000**	**1,400,000**
60.3. EMPLOYMENT AND MANPOWER PLANNING AND LABOUR MARKET ANALYSIS										
EMPLOYMENT AND MANPOWER PLANNING	6/03	-	634,950	84,000	718,950	5/00	-	507,960	-	507,960
LABOUR MARKET ANALYSIS	2/09	-	279,378	35,717	315,095	-	-	-	-	-
POPULATION AND LABOUR POLICY	-	-	-	-	-	10/00	12/00	1,684,224	338,976	2,023,200
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	54,738,000	54,738,000
PROGRAMME MANAGEMENT AND SUPPORT	0/06	6/02	394,230	55,854	450,084	0/10	4/06	335,274	6,273	341,547
1992-93 TOTALS	**9/06**	**6/02**	**1,308,558**	**175,571**	**1,484,129**	**15/10**	**16/06**	**2,527,458**	**55,083,249**	**57,610,707**
1990-91 TOTALS	**10/06**	**4/09**	**1,331,253**	**171,757**	**1,503,010**	**9/09**	**18/02**	**2,002,260**	**29,305,150**	**31,307,410**
60.4. EMPLOYMENT AND INCOMES IN THE RURAL AND INFORMAL SECTORS										
RURAL EMPLOYMENT, POVERTY AND LABOUR MARKETS	4/00	-	406,368	20,000	426,368	-	-	-	-	-
WOMEN WORKERS IN RURAL DEVELOPMENT	4/00	-	406,368	38,906	445,274	1/04	-	135,456	-	135,456
PARTICIPATORY RURAL INSTITUTIONS	2/00	-	203,184	32,398	235,582	0/10	-	84,660	-	84,660
INFORMAL SECTOR	4/00	-	406,368	50,000	456,368	1/04	-	135,456	-	135,456
PRODUCTION TECHNIQUES FOR MICRO-ENTERPRISES	4/00	2/00	517,752	33,375	551,127	2/00	-	203,184	-	203,184
TECHNICAL CO-OPERATION	-	-	-	634,730	634,730	-	-	-	6,478,000	6,478,000
PROGRAMME MANAGEMENT AND SUPPORT	0/10	8/00	530,196	50,714	580,910	1/02	5/00	396,984	-	396,984
1992-93 TOTALS	**18/10**	**10/00**	**2,470,236**	**860,123**	**3,330,359**	**6/08**	**5/00**	**955,740**	**6,478,000**	**7,433,740**
1990-91 TOTALS	**21/02**	**13/07**	**2,906,847**	**1,306,630**	**4,213,477**	**4/10**	**10/09**	**1,089,717**	**16,639,050**	**17,728,767**

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
60.5. INFRASTRUCTURAL AND RURAL WORKS AND EMPLOYMENT										
PROMOTION AND TECHNICAL SUPPORT OF OPERATIONAL PROGRAMMES	9/03	-	939,726	-	939,726	10/00	-	1,015,920	-	1,015,920
POLICY STUDIES AND HUMAN RESOURCES DEVELOPMENT FOR LABOUR-BASED WORKS PROGRAMMES	5/06	-	558,756	55,534	614,290	3/00	-	304,776	-	304,776
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	51,976,000	51,976,000
PROGRAMME MANAGEMENT AND SUPPORT	1/00	8/01	551,769	76,856	628,625	0/08	6/00	401,880	-	401,880
1992-93 TOTALS	**15/09**	**8/01**	**2,050,251**	**132,390**	**2,182,641**	**13/08**	**6/00**	**1,722,576**	**51,976,000**	**53,698,576**
1990-91 TOTALS	**16/06**	**8/06**	**2,149,650**	**150,491**	**2,300,141**	**10/11**	**5/05**	**1,410,711**	**38,587,266**	**39,997,977**
60.6. INTERNATIONAL MIGRATION FOR EMPLOYMENT										
INTERNATIONAL MIGRATION	5/00	-	507,960	58,085	566,045	0/08	-	67,728	-	67,728
TECHNICAL CO-OPERATION	-	-	-	78,450	78,450	-	-	-	888,000	888,000
PROGRAMME MANAGEMENT AND SUPPORT	1/00	2/08	250,104	46,070	296,174	-	0/11	51,051	-	51,051
1992-93 TOTALS	**6/00**	**2/08**	**758,064**	**182,605**	**940,669**	**0/08**	**0/11**	**118,779**	**888,000**	**1,006,779**
1990-91 TOTALS	**6/00**	**2/11**	**771,987**	**225,634**	**997,621**	**1/00**	**1/01**	**161,925**	**3,315,910**	**3,477,835**

Major Programme 70. Training

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
70.10	DEPARTMENTAL MANAGEMENT	4/00	3/06	671,002	76,914	747,916
70.20	MANAGEMENT DEVELOPMENT	18/05	12/00	2,539,290	592,174	3,131,464
70.30	VOCATIONAL TRAINING	21/00	13/08	2,894,556	358,554	3,253,110
70.40	TRAINING POLICIES	8/04	6/07	1,213,239	145,285	1,358,524
70.50	VOCATIONAL REHABILITATION	8/08	2/09	1,033,617	276,547	1,310,164
1992-93	**TOTALS**					
	REGULAR BUDGET	60/05	38/06	8,351,704	1,449,474	9,801,178
	OTHER SOURCES	20/07	21/05	3,283 839	81,289,521	84,573,360
1990-91	**TOTALS**					
	REGULAR BUDGET	63/06	38/09	8,678,560	1,869,826	10,548,386
	OTHER SOURCES	22/10	24/06	3,684,138	75,292,617	78,976,755

70.1. The objectives of this major programme are to provide training at various levels for productive employment and to provide the means for upgrading and adapting skills to changes in the demand patterns of labour markets. Within these overall objectives, the aims of the major programme are to:

a) develop managerial resources at various levels and for various sectors of the economy in an environment characterised by rapid change, with a view to improving the efficiency of enterprises and thereby contributing to growth and the expansion of employment opportunities. This includes promoting the development of small enterprises, increasing the skills of managers and entrepreneurs and reinforcing the infrastructure needed for this process;

b) expand the opportunities available for workers to acquire the skills needed for gainful employment and self-employment in the modern and informal sectors and assist workers to adapt and upgrade their skills in line with changing labour market needs;

c) increase the effectiveness and efficiency of training systems and schemes by assisting governments and employers' and workers' organisations to develop training and retraining policies that respond to adjustment processes, rapid technological change and demographic trends;

d) assist in the planning and implementation of government-sponsored and community-based vocational rehabilitation programmes for the physically and mentally disabled and those who are socially maladjusted as a result of drugs or alcohol dependency with a view to reintegrating them into productive activities.

70.2. Priority has been given in the activities covered by this major programme to assisting member States to deal with the rapid and often profound changes in the world of work that have resulted from adjustment policies. These activities take account of discussions in the Governing Body's Committee on Employment and the resolutions and conclusions concerning training adopted by the International Labour Conference, regional conferences and other meetings.

70.3. The activities that will be undertaken in the biennium 1992-93 concentrate on the following areas of major concern:

- the need for training to respond to adjustment measures, so that trainees can adapt more readily to changing labour market requirements, particularly in countries that are undergoing the transition from a centrally-planned to a market-oriented economy;
- the need to promote self-reliance by placing emphasis on open learning and training for self-employment and small enterprise management and on community-supported approaches for the disabled;
- the need to enhance the opportunities for training, gainful employment, social integration and career development for special groups, particularly women, the disabled and those suffering from drug or alcohol dependency;
- the need to respond to the increase in requests by member States and funding agencies for diagnostic surveys and recommendations concerning training policies, institutions and programmes. Many advisory missions will be carried out in collaboration with major programme 60 (Employment and development) and will aim to provide a coherent set

of proposals covering labour market needs and strategies for reforming training systems.

70.4. In addition to the contribution that will be made to the work of major programme 140 (Interdepartmental projects), many of the activities described below will be carried out in collaboration with major programmes 50 (International labour standards and human rights), 60 (Employment and development), 90 (Working conditions and environment), 225 (Employers' activities) and 230 (Workers' activities). Close co-operation will be maintained with the Turin Centre and the regional major programmes and the regional training centres (CIADFOR in Africa, APSDEP in Asia and CINTERFOR in Latin America) as well as with the European Regional Project on Vocational Training and New Technology and the Arab Regional Project on Skills Development.

70.5. As in the past, the activities of this major programme continue to be largely operational in nature. In the biennium 1992-93 extra-budgetary expenditure is expected to reach $81 million. Approximately 300 different technical co-operation projects are expected to be operational in around 80 different countries and provision is made under the regular budget to support these projects and to provide advisory services to member States, to assess their needs and to develop projects to meet specific goals.

70.6. Resources for all the major technical programmes are considerably lower than in the previous biennium, for reasons explained in the Introduction. In comparison with the biennium 1990-91 the resources for this major programme show a decrease of some $747,000, of which the decrease in RBTC resources amounts to some $332,000. Further reductions are made in the Departmental management programme ($245,000), in the Vocational training programme ($360,000) and in the Training policies programme ($46,000). The overall decrease in RBTC resources mentioned above includes a decrease of $235,000 in the RBTC resources of the Vocational rehabilitation programme. However this reduction is offset by an increase of $236,000 under the regular budget resources of this programme. The overall reduction of resources should be seen in conjunction with the fact that it is envisaged that this major programme will collaborate in several of the work items shown under major programme 140 (Interdepartmental projects).

70.1. Departmental management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	4/00
GENERAL SERVICE WORK-YEARS	3/06
NON-STAFF COSTS EXCLUDING RBTC	$36,914
RB TECHNICAL CO-OPERATION (RBTC)	$40,000
TOTAL	**$747,916**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	1/08
NON-STAFF COSTS	$7,180
TOTAL, EXCLUDING TECHNICAL CO-OP	**$100,000**
TECHNICAL CO-OPERATION	-

70.7. This programme provides for a director of department and support staff. The support staff are required because of the volume and diversity of operational activities and the need for co-ordination with the regional training centres, the Turin Centre and other international organisations and funding agencies dealing with human resources development. However, in order to reduce administrative overhead costs, the provision for support staff is decreased by 2/00 Professional work-years compared with the biennium 1990-91. The RBTC respirces shown here will be used to strengthen and develop extra-budgetary activities.

70.2. Management development

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	18/05
GENERAL SERVICE WORK-YEARS	12/00
NON-STAFF COSTS EXCLUDING RBTC	$258,174
RB TECHNICAL CO-OPERATION (RBTC)	$334,000
TOTAL	**$3,131,464**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	6/10
GENERAL SERVICE WORK-YEARS	6/03
NON-STAFF COSTS	$68,073
TOTAL, EXCLUDING TECHNICAL CO-OP	**$1,110,360**
TECHNICAL CO-OPERATION	$29,500,000

70.8. The overall objective of this programme is to enhance the contribution of management to economic and social development in member States, particularly in developing countries, where low productivity and the shortage of managerial skills are a serious problem and a constraint to development. More specifically, the aim of this programme is to assist member States to: define and implement effective approaches to the development of entrepreneurship; set up and strengthen relevant national, regional and inter-regional programmes and institutions; and promote effective management practices and increase productivity in sectors that are given priority in the development strategies of member States. Emphasis will be placed on enhancing women's participation in management and the creation of small businesses.

70.9. In addition to the activities described below, the regular budget resources of this programme also cover advisory services and support to technical co-operation projects. These services in technical areas covered by the programme are provided at the request of governments, employers' and workers' organisations, and public and private institutions in management and small enterprise development.

Developing managerial competence and improving enterprise performance

70.10. The objectives of this subprogramme are: to enhance the ability of managers to improve the economic and social performance of their organisations and to adapt to a rapidly changing environment; to increase the practical impact of international and national networks of management development programmes and institutions; and to enhance the capacity of member States to increase productivity and to use human, material and financial resources more efficiently.

Management implications of the transition to a market-oriented economy

70.11. In many member States, the main feature of structural adjustment is the transition from a centrally-planned to a market-oriented economy, in which flexibility, competition, productivity and efficiency are of prime importance. The trend towards privatisation encourages individual and group initiatives and decentralises decision-making and responsibility. Among the principal barriers to these adjustment measures are resistance to change at the state and the enterprise levels, a distorted price system, a mismatch between supply and demand at the market level, a shortage of finance combined with inflation and, in particular, a critical lack of the professional skills needed at all levels to organise result- and market-oriented operations. An analysis will be made of the transition to the market-oriented economy in Eastern European countries and in some developing countries from the point of view of their practical implications in terms of managerial profiles, management training needs, and the measures that are required to close the gap between the demand and supply of competent managerial personnel. The results of this research, to be published during the biennium, will be intended to be of direct practical use to decision-makers in governments, enterprises, and training and development institutions.

Productivity improvement programmes

70.12. Economic and social development is dependent on improvements in productivity and resource management. For many years, the ILO has paid special attention to the development of institutions, programmes and training materials that promote productivity improvement. A number of publications and three video-films on productivity issues have been produced and a modular training programme for managing productivity improvement has recently been finalised. In their drive to improve productivity, enterprises, productivity centres and management development institutions follow various strategies such as total productivity or total quality management, quality circles, the introduction of computer technology, organisational restructuring and results-oriented human resource development. There is a growing interest in company-wide productivity programmes based on dialogue and consensus between employers and workers. A set of case studies will be carried out to describe some outstanding enterprise productivity improvement programmes. The case studies will be published and will be used as supplementary material for the modular training programme and other management development and productivity improvement activities. They may also be used for the production of video-films on this subject.

Information technology and management development

70.13. New developments in information technology (IT) will continue to have a strong influence on management structures, methods and techniques. In order to orient and support technical co-operation programmes in management and small enterprise development, a survey will be carried out of the most modern management applications of IT and their implications for the training and development of managers. This work will focus on: how IT improves the management decision-making process; the management skills needed to reap the best advantage from IT; the cost/benefit impact of office technology; the impact of the use of personal computers on the productivity and competitiveness of small and medium-sized enterprises; and the increase in the efficiency of private and public enterprises in developing countries due to the transfer of computer technology. The output of this work will be a technical paper containing case studies, suggested reading and practical guidelines to assist management training programme designers, consultants and project co-ordinators to learn about the impact of the various IT tools on management structures and methods, design relevant management development programmes and help managers use new computer systems effectively.

Environmental management training

70.14. The Brundtland report stressed the need to integrate environmental and ecological considerations into the decision-making process as part of any strategy for sustainable development. Enterprise managers have an important responsibility in this respect, since they have to be able to take account of environmental considerations in day-to-day management decisions. A pilot training package produced by the ILO in the early 1980s was designed to raise awareness of the need to deal with environmental damage. However, knowledge about environmental protection inside the enterprise and elsewhere has increased considerably since this material was prepared. It is therefore proposed to develop a new environmental training package for enterprise managers, management trainers and consultants. This new package, on which work will start during the biennium 1992-93, will take account of new technologies and new environmental management tools such as environmental auditing, environmental accounting and environmental impact analysis. It will include a workbook containing practical guide-lines, a trainer's guide and a selection of relevant reading. The results of this work will be applied in technical co-operation projects carried out under this programme and in joint activities with other UN agencies including UNEP. The training package should also be of interest to management development and training institutions concerned to increase their contribution to environmental management and protection.

Management consulting

70.15. The publication of *Management consulting: A guide to the profession* broke new ground in promoting the consulting profession and the training of management consultants and trainers in both industrialised and developing countries. The book has been widely used as a reference work and as training and self-development material by management trainers, educators and consultants, as well as by many practising managers. To maintain this standard and provide continued high-level support to management consulting, the publication will be updated in the biennium 1992-93, with the aim of issuing a new edition in 1994. The revised book will reflect all the recent trends and developments in consulting markets and methods, and in the organisation of consulting activities in the various regions.

Entrepreneurship and small enterprise development

70.16. The objective of this subprogramme is to encourage entrepreneurship and the development of small enterprises as an important means of: contributing to the structural adjustment process and to the decentralisation of economic activity and employment and income generation; mobilising local skills and resources and; improving the ability of small enterprise managers and entrepreneurs to seize opportunities, create new businesses and manage existing ones efficiently.

Small enterprise creation

70.17. The ILO and other agencies have assisted target groups in many countries to establish small and micro-enterprises. Although each project reflects local conditions and needs, its specific design is based on the project designer's perception of needs and objective conditions. As a result, the approach taken in practice often tends to be over-dependent on the background and experience of individual experts and is affected by a shortage of information on the success or failure of the approaches that have been adopted. There is a need for a common conceptual framework based on the successful experiences of a number of countries and institutions that have provided assistance in the creation of small and micro-enterprises. An examination will be made of the project design practices and organisational methods used by various national and international agencies when providing assistance for the creation of small businesses by particular target groups, including women. It will cover subjects such as the various elements and parameters that make up an overall system for the creation of enterprises; the necessary organisation and support services; the steps for which assistance is provided; the combination of training and counselling; the focus and methodology of basic training for entrepreneurs; the preparation of business plans; and programme monitoring and evaluation. A conceptual framework will be built up and used to improve the design and cost-effectiveness of individual ILO projects. The outputs from this work will be widely disseminated in the form of guide-lines in order to make best international experience available to private and government agencies in member States.

Start your business training package

70.18. To improve the management and performance of existing small enterprises in developing countries, the ILO has developed and disseminated the "Improve your business" programme and training package, which are intended for practicing entrepreneurs. This package has been published in a number of languages and has been used in more than 25 countries. Recent experience, including that from Eastern Europe, shows that there is demand for another training package focused on the creation of small enterprises. Such a package will therefore be produced and will concern the basic information and skills needed to establish a new enterprise. It will also include guide-lines to programme designers and trainers on how to adapt the material to conditions in individual countries and to target groups, including women entrepreneurs. The package will be based on a critical assessment of the information booklets for entrepreneurs who are establishing new businesses that have been produced and disseminated by employment-promotion and business-creation agencies in various countries, combined with the ILO's field experience.

Supporting small enterprises

70.19. More countries are now placing emphasis in their development policies on the promotion and support of small enterprises. This has led to the emergence of new types of services and the modernisation of various traditional services. For example, in Europe innovations have included the establishment of information centres and the provisions of assistance for the promotion of business co-operation arrangements in the European Economic Community. Institutional developments also include the expansion of services to facilitate administrative requirements for entrepreneurs, small business and technical assistance centres at commercial banks, enterprise agencies and services provided by trade and employers' associations and NGOs. The role of private organisations in providing these services has been on the increase. A survey will be made of new types of supporting services to small enterprises in several industrial and developing countries with the aim of identifying, assessing and describing services that are effective and could be replicated elsewhere. This information will be used in the design of new ILO projects and will be included in a new technical guide.

Technical co-operation

70.20. Extra-budgetary expenditure for technical co-operation is expected to reach $29.5 million in the biennium 1992-93. Up to 90 country projects are likely to be operational at any given time in around 55 different countries, in addition to between 12 and 15 regional or inter-regional projects. The nature of technical co-operation under the programme will continue to change, with emphasis being placed on high-level short-term expertise, an increased involvement of private and voluntary organisations from both developed and developing countries, the use of experts from developing countries, and an increased focus on some priority target groups, including women entrepreneurs.

70.21. RBTC resources will be used to promote technical co-operation activities and provide ad hoc short-term assistance in entrepreneurship and small enterprise development, in construction management and the development of small private contractors, and to support network building and direct co-operation among management as well as productivity centres, small business centres and institutes in developing countries.

Programme management and support

70.22. In addition to its primary function of programme management and support, this subprogramme also covers: participation in inter-agency work; the collection and dissemination of information on management development; technical advisory services for the programme as a whole; and servicing and support of technical co-operation. The work of the subprogramme also includes co-operation with other major programmes, harmonising ILO management and small enterprise development programmes with those of other international organisations, and technical co-ordination with the World Bank, regional development banks and other international agencies.

70.3. Vocational training

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	21/00
GENERAL SERVICE WORK-YEARS	13/08
NON-STAFF COSTS EXCLUDING RBTC	$183,554
RB TECHNICAL CO-OPERATION (RBTC)	$175,000
TOTAL	**$3,253,110**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	11/06
GENERAL SERVICE WORK-YEARS	10/00
NON-STAFF COSTS	$80,772
TOTAL, EXCLUDING TECHNICAL CO-OP	**$1,806,000**
TECHNICAL CO-OPERATION	$39,900,000

70.23. The overall objective of this programme is to enhance the contribution of vocational training to economic and social development in member States, particularly in the developing countries. The specific aims of the programme are to increase the capacity of vocational training systems to adapt to changing employment needs and prepare workers for self-employment; improve the quality and range of skills of the labour force; increase the efficiency of vocational training systems; and enhance the incomes of poorer and more vulnerable population groups, particularly women and youth in rural areas, by promoting access to productive employment through training. The emphasis of the work will be moved from traditional institution-based training centres to more flexible, less expensive training systems that reach more beneficiaries. The organisation of the programme has been streamlined by the merger of the Vocational training in rural areas subprogramme into the Vocational training for specific groups and sectors subprogramme.

70.24. This programme also includes provision for technical advisory services on the development and improvement of vocational training systems and institutions, including those for specific population groups and economic sectors. Advisory field missions include joint missions with major programme 60 (Employment and development) to advise on policies and strategies for building the capacity of vocational training systems, as well as advice on training technologies and delivery methods. The advice given will take account of the relevant ILO standards, including especially the Human Resources Development Convention (No. 142) and Recommendation (No. 150), 1975.

70.25. Provision is also made for the servicing and support of technical co-operation projects through the provision of monitoring and backstopping services to field projects. Some 120 projects are expected to be operational at any one time during the biennium.

Development of vocational training competence

70.26. This subprogramme endeavours to support the efficient development of vocational training programmes and to develop and promote training methods that facilitate learning, reduce costs and increase the relevance of training.

Pilot training projects

70.27. Although a large number of vocational training projects are successfully completed, most of them are so small that they hardly justify the major fixed costs of donor agencies. By way of illustration, many of the small projects to provide the rural poor with training and related assistance for employment and self-employment need to be expanded to reduce the costs per trainee and reach a large number of beneficiaries. The critical factors for successful expansion appear to be related to cost, management, adaptation to local conditions and the availability of resources. In order to substantiate these hypotheses, on the basis of the guide-lines on the design of rural training programmes produced in the biennium 1988-89, an analysis will be made of the factors that are essential to increase the scale of small vocational training projects. A manual for use by designers of training projects will be prepared by the end of the biennium on how to expand small pilot projects. The manual will also cover techniques for redesigning and adapting projects to national conditions.

Low cost delivery systems

70.28. Newly developed training methods and technologies such as modules of employable skills (MES) and interactive video hold out the promise of increased cost-effectiveness. However, they also increase development costs and therefore raise a dilemma for developing countries, where the number of persons in need of training steadily increases but the constraints are greater on training budgets. The issue is how to use new training methods and technology to increase the coverage and impact of training systems. An evaluation will therefore be made of methods and technologies such as open learning concepts, modular training, individualised instruction and distance education as practical means of reducing the cost of training. The study will include a review of the state of the art in both developing and industrialised countries and will concentrate on the organisational and procedural changes that are needed to apply new technology-based delivery systems. The work will build on previous research by this major programme and the Turin Centre and will be designed to assist policy-makers and practitioners in the application of new training methods and technologies in developing countries.

Training and the service sector

70.29. The introduction of new technologies such as telecommunications, computers, and automated information-handling devices has radically changed occupational profiles in the service sector. The broad effects of technological change on skill training are generally understood for the manufacturing sector from work carried out in previous biennia. In the biennium 1992-93, an assessment will be made of the impact of technological change on the service sector. The methodology will be similar. The range of training issues will be identified as they arise in the service sector in a small number of countries. Research will be limited to export-oriented services, particularly engineering consultancy, construction and professional services, and will cover both changes in supply and demand. Emphasis will be given to the training requirements of middle-level workers and outputs will include country case studies, a summary report based on these cases with policy recommendations for policy-makers and planners, and guidelines on training needs assessment at the enterprise and sectoral level. The work will be carried out in collaboration with programme 70.2 (Management development).

Environmental training

70.30. Governments and enterprises are facing strong national and international pressure to reverse environmental deterioration and to implement environmental protection policies that will ensure a sustainable pattern of development. Formulating and implementing environmental policies and programmes demands a broad range of environmental skills and knowledge. The major issue is therefore how environmental skill training can best be integrated into vocational training programmes. An investigation will therefore be made of vocational training programmes in certain developing countries to develop skills for occupations particularly related to the environment. This will enable the identification of appropriate mechanisms for integrating environmental skill training into such programmes in other countries. Such a review will complement work undertaken in the biennium 1990-91 and financed from extra-budgetary sources, which included an analysis of environmental training programmes in seven industrialised countries. When completed, the results will be published in a form which will allow vocational training institutes to include environmental training in courses organised by enterprises and vocational training institutions.

Vocational training for specific groups and sectors

70.31. The objective of this subprogramme is to assist member States make training opportunities available to the poorer and more vulnerable population groups. Particular emphasis will be placed on increasing access to training for the urban informal sector, rural populations and girls and women.

Training for self-employment in the urban informal sector

70.32. Earlier work on approaches to training, such as Skills Development for Self Reliance (SDSR) and Training for Rural Gainful Activities (TRUGA), have been successful in establishing effective approaches to training for self-employment and income generation in rural areas. These approaches are based on a logical sequence of steps including market analysis, selection of entrepreneurs, training for production and business management, access to credit and on-the-job training. In principle they are applicable, with appropriate adaptations, to the urban informal sector, although they have not been tried systematically. A study will therefore be undertaken to identify specific adaptations of SDSR and TRUGA for the urban informal sector. It will be published by the end of the biennium 1992-93 in the form of a handbook on how to design and implement vocational training programmes and projects for the urban informal sector. The work will be carried out in close collaboration with the major programme 60 (Employment and development) and programme 70.2 (Management development).

Training programmes for indigenous populations

70.33. Several developed and developing countries count among their population important groups of indigenous and tribal peoples. Generally speaking, these peoples have not been able to benefit to the same extent as other groups from development and training measures. Their living standards are often well below the average for the country as a whole. The governments of some of these countries have therefore adopted special training programmes for indigenous and tribal peoples in order to reduce inequalities. However, the approaches that have been adopted and the success of these programmes varies widely. Some rely on local organisation while others concentrate on using distance technology. The various approaches used in training indigenous populations will therefore be evaluated, in line with Articles 21 to 23 of the Indigenous and Tribal Peoples Convention, 1989 (No. 169), which concern equal access to vocational training programmes of general application and, where necessary, the provision of special training programmes. A series of case studies will be prepared and a policy-oriented synthesis paper will be published during the biennium to provide guidance on the extension of training to groups that are considered to be difficult to reach. The work will be undertaken in close collaboration with major programme 60 (Employment and development).

Technical advisory services

70.34. Provision is also made for technical advisory services to respond to the frequent requests made by governments and employers' and workers' organisations for technical advice on the formulation, implementation and evaluation of vocational training policies and programmes for specific population groups and economic sectors. The advice that is given will aim to promote the principles embodied in ILO standards and especially those set out in the Human Resources Development Convention (No. 142) and Recommendation (No. 150), 1975.

Development of new technical co-operation projects

70.35. The objective of this subprogramme is to identify and develop new technical co-operation projects to meet vocational training needs in member States and to seek financing for them from various funding agencies, such as the UNDP, the World Bank, other development banks or funds-in-trust agreements.

70.36. Services will be provided upon request to governments, employers' and workers' organisations, the World Bank, other development banks, UN agencies and multi-bilateral donors. These services include project identification and formulation missions, technical consultations with officials from member States and donor agencies, and the preparation of project documents, financial proposals and technical agreements as well as participation in pre-appraisals, appraisals and negotiation missions.

Technical co-operation

70.37. Extra-budgetary expenditure is expected to reach $39.9 million in the biennium 1992-93 and about 120 projects should be operational in some 65 countries. The objectives of the projects will include: assisting member States to identify optimal investment decisions for training activities; improving skill delivery mechanisms for the informal sector; increasing vocational training opportunities for girls and women; providing income-earning skills to individuals who are illiterate or semi-literate; developing and upgrading the skills of rural workers in the non-agricultural sector; introducing modern instruction techniques and low-cost training methods that can reach a large public; and increasing the number of retraining and skills upgrading schemes designed to assist the adjustment to structural and technological change in key industries and sectors.

70.38. RBTC resources will be used for advisory services on rural vocational training, in particular to finance short advisory missions in collaboration with the regional major programmes to countries that are not covered by regional rural training advisory services. As recognised in the discussions of the Conference Committee in 1988 in relation to rural employment, the development of rural vocational training is an essential part of rural employment policies and programmes in developing countries. The conclusions concerning rural employment promotion adopted by the Conference stressed that the ILO should strengthen its assistance to member States, through combined research, advisory services and technical co-operation, in areas such as the development of appropriate approaches to and programmes for enhancing the technical and other skills for women and youth in rural areas. Rural training projects will therefore be promoted and advice will be provided to governments and employers' and workers' organisations on the formulation and implementation of rural training policies and programmes. Outputs will include country specific studies, technical reports, project design and the development of innovative alternative approaches.

Programme management and support

70.39. This subprogramme covers the management of the programme, as well as the necessary secretarial, clerical and administrative support. Provision is made for the collection and dissemination of information on general trends in vocational training, delivery systems and training methodologies, and on successful approaches and techniques for rural nonfarm training. Activities will also include the maintenance of regular contacts with the staff of field projects and with other vocational training practitioners through newsletters, briefing packages and technical updates.

70.40. Provision is also made for technical coordination with international organisations such as the UNDP, the World Bank, regional development banks, UNESCO, FAO and UNIDO and participation in the FAO/UNESCO/ILO Inter-Secretariat Working Group on Agricultural Education, Science and Training. These activities contribute to programme coherence through the maintenance of close relations with the activities of other agencies active in the field of vocational training, and through a range of professional contacts both within and outside the UN system.

70.4. Training policies

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	8/04
GENERAL SERVICE WORK-YEARS	6/07
NON-STAFF COSTS EXCLUDING RBTC	$145,285
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,358,524**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	0/05
GENERAL SERVICE WORK-YEARS	2/03
NON-STAFF COSTS	$14,363
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$182,000**
TECHNICAL CO-OPERATION	$1,700,000

70.41. The objectives of this programme are to: improve the capacity of member States to develop national and sectoral human resource development policies that are commensurate with their development objectives in a period of demographic evolution, rapid technological change and structural adjustment; adjust training output to the changing demand patterns for skilled workers in the labour market; assist in the introduction of flexible, responsive and cost-effective training programmes; broaden access of certain population groups, particularly women, to training opportunities; and improve access to information on training for all interested parties in member States.

Training strategies and policies at the national and sectoral level

70.42. The objectives of this subprogramme are to: improve the capacity of member States to plan and manage training at all levels; adapt training to the changing needs of society; improve the efficiency of training and its adaptability to skill needs; identify new sources of financing and develop incentive systems that encourage investment in training.

Retraining under conditions of adjustment and restructuring

70.43. Structural adjustment measures often lead to a dislocation of the labour market, with a contraction in some sectors of the economy and expansion in others. For example, the decline in the coal mining, shipbuilding and steel industries in several European countries coincided with the development of many new opportunities in high technology industries and in certain services. These phenomena have resulted in large numbers of workers risking redundancy unless they are retrained and their skills updated to meet new emerging opportunities. The process also requires change in the role of training institutions, whether public or private, and in curricula. Experiments in several countries with the large-scale retraining of workers in depressed industries have met with varying degrees of success. It is proposed to undertake an in-depth study of such retraining and job creation schemes, identifying the positive and negative features of each such scheme, and the difficulties experienced in implementation. The results of this research will be used in the preparation of guide-lines, which will be designed to assist policy-makers in member States, including those in Eastern Europe, in which the risk of large-scale unemployment consequent upon structural adjustment could be reduced by the development of retraining policies and programmes.

Training curricula and occupational flexibility

70.44. As technology changes, there is a growing demand for workers with the ability to upgrade their skills and to adapt quickly to the changes that are likely to take place during their working careers. This applies both to large segments of the industrialised economies and to certain sectors in the developing countries. Moreover, new technologies require individual workers to master a broader spectrum of skills (the term "multi-skilled worker" is frequently used). It is not easy to obtain this breadth of skills due to the limits on the duration of training and there is a risk that learning the rudiments of many different skills may merely spread superficiality. However several promising experiments have been undertaken, both in industrialised and newly-industrialised countries, to prepare workers to be adaptable and display a broad repertoire of skills. In some cases, training is directed at a small number of core occupations, but in others the contents are of a more general nature. A study will therefore be undertaken to review and compare the most successful training models for occupational flexibility. Based on this study, practical guide-lines will be prepared to help training institutions and enterprises redesign training curricula and methods so as to enhance the adaptability of workers. This work will also increase the knowledge base of the ILO in an important area in which there are excellent prospects for technical co-operation with developing countries and with several European countries. The study will be carried out in close collaboration with the Turin Centre and will build upon the findings of the Tripartite European Meeting on the Impact of Technological Change on Work and Training to be held in 1991.

Training policies for specific groups and sectors

70.45. The subprogramme has three objectives: to enable administrators of training institutions and programmes to make an effective contribution to increasing women's participation in training; to enhance the capacity of governmental and non-governmental organisations to formulate strategies and implement training programmes for women; to improve women's access to training and increase their management training opportunities.

Training for women in the informal sector

70.46. Traditional apprenticeship and training for production schemes seem to be the most promising avenues for training and subsequent employment in the informal sector. However, many informal training schemes are male-dominated. A study will therefore be undertaken to investigate the conditions under which successful non-formal training schemes can be opened up to a greater proportion of women. During the biennium 1992-93, an examination will be made of non-formal training schemes that have the greatest potential of reaching a large number of participants at modest costs. A study, based on case studies, will be produced on training that provides employable vocational and business skills. A set of guide-lines will also be produced to advise training administrators on how to broaden women's access to training. The project will be undertaken in co-operation with NGOs that are active in this area and in collaboration with the relevant ILO field projects, and with programmes 60.3 (Employment and manpower planning and labour market analysis), 60.4 (Employment and incomes in the rural and informal sectors) and 90.3 (Conditions of work and welfare facilities).

Assisting women refugees through training

70.47. A disproportionately high number of refugees are women. Many of them are heads of household. However, it is generally acknowledged that only a fraction of assistance programmes reach them and it is therefore time to improve the quality and outreach of skills development programmes for women refugees. The ILO has had some experience in training refugees and is well placed to work with host governments both to extend national training systems and to bring together NGOs and strengthen their training capacities. Emphasis needs to be placed on increasing the participation of women refugees in existing programmes and ensuring that the skills provided lead to employment or self-employment. The capacity of selected governmental and non-governmental refugee training programmes to reach women and to provide them with the skills and follow-up assistance they need to secure wage employment or to start their own self-employment or business activities will be examined. A booklet will be prepared during the biennium outlining strategies and approaches that meet the training needs of women refugees, for use by the training and extension staff of governmental and non-governmental organisations. The work will be carried out in collaboration with programmes 50.4 (Equality of rights), 60.4 (Employment and incomes in the rural and informal sectors) and 70.2 (Management development).

Information and documentation on training

70.48. The objective of this subprogramme is to improve the availability and enhance the quality of information on vocational training through the expansion of inter-country documentation and information services and the strengthening of national capabilities in this field.

Collection and dissemination of information on training

70.49. The core documentation and information services for the major programme as a whole are provided under this subprogramme. Information will be selected and processed for addition to the LABORDOC data base, referral services will be supplied and country files and videos will be further developed to provide more effective backstopping for missions and technical co-operation. Information and bibliographies will continue to be provided upon request on vocational training and new technologies, training materials, training institutions, and national training systems.

Technical co-operation

70.50. It is anticipated that extra-budgetary expenditure for technical co-operation projects in the area of training policy will reach some $1.7 million.

Programme management and support

70.51. This subprogramme covers programme management, secretarial and administrative support, technical advisory services and some technical co-operation support. Resources are also provided for liaison and backstopping activities related to APSDEP, CIADFOR and CINTERFOR.

70.5. Vocational rehabilitation

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	8/08
GENERAL SERVICE WORK-YEARS	2/09
NON-STAFF COSTS EXCLUDING RBTC	$95,831
RB TECHNICAL CO-OPERATION (RBTC)	$180,716
TOTAL	**$1,310,164**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	1/10
GENERAL SERVICE WORK-YEARS	1/03
NON-STAFF COSTS	$19,133
TOTAL, EXCLUDING TECHNICAL CO-OP	**$275,000**
TECHNICAL CO-OPERATION	$10,000,000

70.52. The main objectives of this programme are: to assist member States to develop and improve vocational rehabilitation and employment opportunities for physically and mentally disabled persons (including recovering addicts); to assist in the training of vocational rehabilitation staff; to develop programmes to encourage and facilitate regional collaboration; and to analyse, develop and disseminate information on vocational rehabilitation to member States.

Community-based vocational rehabilitation programmes

70.53. Until relatively recently, most employment opportunities for people with disabilities were created through the establishment of sheltered workshops and other non-market-based programmes. While important for some target groups, these approaches serve only a small percentage of those needing help, are usually expensive, and normally provide skills with limited relevance to today's changing labour markets. Increasingly, however, experience has demonstrated the substantial capability of disabled persons to perform effectively in commercial enterprises and to create their own businesses when provided with appropriate training and community support. Many countries are therefore experimenting with a community-oriented approach to employment, income enhancement and work support systems. Indeed, in many countries, there seems to be little alternative to this non-institutional approach if the large numbers of disabled people seeking employment are to be served. During the biennium 1992-93, information will be collected and evaluated on experiences in selected countries pursuing community-based vocational rehabilitation programmes, and on experience from ILO technical co-operation projects in several countries. The output of this work item will be a series of operational manuals covering the design, planning, development, management and evaluation of community-based vocational rehabilitation programmes. These manuals will be modular in format and will be completed in the last quarter of the biennium. They will provide the basis for the development of training materials for vocational rehabilitation staff and managers.

Training and employment of the disabled

70.54. Human resources development planning seldom gives explicit attention to ensuring equal employment opportunities for people with disabilities. This is, in part, due to the lack of information available to policy-makers on the numbers, demographic characteristics, and abilities of disabled persons. Because the vocational rehabilitation and employment of disabled persons is thought to be the exclusive concern of specialised organisations, policy-makers are seldom aware of the capacity of mainstream systems to accommodate people with disabilities. The ILO's technical co-operation experience demonstrates that many people with disabilities can be successfully incorporated into normal economic activity with appropriate community support programmes. This is especially important in countries undergoing structural adjustment and experiencing declining resources for social programmes. It is important therefore that the ILO provide information and policy advice on disabled persons in a form that is convincing to human resources development planners. A handbook will be developed for policy-makers and planners containing reference material and information on subjects such as data collection techniques, the needs of special groups (including women), policy guide-lines, programme options, the training of vocational rehabilitation staff, resource mobilisation and the roles of the social partners. The handbook will be available early in the second year of the biennium.

Reducing drug abuse

70.55. During the last two biennia, ILO demonstration projects on drug abuse have emphasised the vocational rehabilitation and social reintegration of recovering addicts. Priority was given to the development of innovative and cost-effective operational techniques. Relatively little work, however, has been done at the national policy level, although existing policy and legislation, which often focus on the criminal aspects of supply reduction, sometimes create obstacles to the development of effective demand reduction programmes. The need to increase emphasis on demand reduction is being increasingly recognised. In 1987, the UN International Conference on Drug Abuse and Illicit Trafficking adopted a Declaration, the first of a series, expressing the willingness of member States to control the menace of drug abuse through both supply and demand reduction. In the same year, the International Labour Conference adopted a resolution concerning measures against drug and alcohol abuse in working and social life. In February 1990, the UN adopted a Global Programme of Action for international co-operation against illicit drugs. In April 1990, the World Ministerial Summit on Reduction of Demand for Drugs also adopted a political declaration calling for higher priority and increased resources for demand reduction programmes. To build on these initiatives, a manual covering the vocational rehabilitation aspects of demand reduction will be prepared for policy-makers. The manual will be based on case studies and will provide guide-lines on all major aspects of policy formulation, programme design and service delivery. The first part of the manual will focus on policy formulation and will provide methods to examine issues such as the public perception of the problem, the political and socio-cultural context, implications of legal interventions, evaluation of existing legislation, voluntary versus compulsory rehabilitation and referral from the criminal justice system to rehabilitation. The second part of the manual will provide more specific guide-lines on the design of vocational rehabilitation and social reintegration programmes, management and co-ordination, resource mobilisation, staff training, community participation, including the role of employers' and workers' organisations, and monitoring and evaluation. The manual should be completed early in the second year of the biennium and be an important tool for helping national policy-makers to identify viable ways of reducing demand for illicit drugs.

Technical advisory services

70.56. Advisory services will emphasise the development of appropriate national strategies to accommodate the needs of people with disabilities in circumstances of severe restrictions on publicly-funded social programmes. An important aspect of advisory services will be to help member States identify cost-effective alternatives to assist disabled persons obtain productive employment. Special importance will also continue to be given to the provision of technical assistance to member States for the development of rehabilitation and social reintegration programmes for persons who are recovering from drug dependency through workplace measures and community-based support systems. Increased emphasis will also be given to the provision of advisory services for the development of national policies and strategies to combat drug abuse through reduction of demand and the vocational rehabilitation of persons who are recovering from drug or alcohol dependency.

Relations within and outside the UN system

70.57. The World Programme of Action concerning Disabled Persons, which is associated with the follow-up of the aims and objectives of the International Year of Disabled Persons and the UN Decade of Disabled Persons (1983-1992), will continue to call for closer and more active co-operation among concerned agencies and organisations (both governmental and non-governmental) within and outside the UN system. This will include inter-agency meetings to review and appraise achievements and the obstacles experienced in the implementation of the World Programme of Action. In addition, inter-agency/NGO involvement in the development of regional and subregional rehabilitation projects will call for considerable collaboration and contacts. Moreover the UN Decade against Drug Abuse (1991-2000) and the System-wide Plan of Action will require increased collaboration with United Nations and other organisations concerned with drug and alcohol abuse problems. Emphasis will be given to ensuring that the ILO's special concerns and competencies in drug abuse reduction in the workplace and the rehabilitation of recovering addicts is publicised in appropriate international fora.

Collection and dissemination of information

70.58. The collection and dissemination of information on all aspects of the vocational rehabilitation of the disabled persons who are recovering from drug and alcohol dependency will be continued in order to enable the programme to respond to the significant number of requests (approximately 1,500 per year) for information that are received from member States, non-governmental organisations, individuals and ILO field experts. A substantial contribution will also be made to international collaborative efforts to develop information networks on disability issues and drug and alcohol matters.

Service and support of technical co-operation

70.59. Technical co-operation activities will continue to be provided in response to the numerous requests for ILO assistance in the field of vocational rehabilitation and, increasingly, to combat drug and alcohol abuse. Provision has therefore been made for the servicing and support of some 50 country and regional projects and special attention will be given to the development of community-based rehabilitation and training services and income-generating activities for disabled people, particularly in rural areas. The organisation of training for vocational rehabilitation staff at the regional, subregional and country levels will be continued and efforts will be made to develop regional networking arrangements to facilitate the sharing of skills and experience.

Technical co-operation

70.60. Extra-budgetary expenditure for technical co-operation projects is expected to reach approximately $10 million in 1992-93. Principal sources of financing will continue to be the UNDP and multi-bilateral donors. For projects in the field of the vocational rehabilitation and social reintegration of recovering addicts, collaboration with the United Nations Fund for Drug Abuse Control (UNFDAC) will continue to be important.

70.61. RBTC resources will be used to support activities to increase training and employment opportunities for people with disabilities in accordance with the Vocational Rehabilitation and Employment (Disabled Persons) Convention, 1983 (No. 159). Emphasis will be given to: increasing their access to mainstream training, co-operative and credit programmes; establishing sheltered workshops and training-production institutions, where appropriate for certain target groups; and developing community-based employment support systems in both urban and rural areas. Priority will also be given to: training vocational rehabilitation staff; increasing the awareness of policy-makers concerning the special needs and abilities of disabled persons; providing for the special needs of women with disabilities; encouraging employer-worker collaboration; and strengthening the regional exchange of information. Another important use of RBTC resources will be to assist countries to reduce drug and alcohol abuse in the workplace and the community. During the biennium 1992-93, at least 15 country projects will require seed money assistance (such as the provision of short-term consultants, fellowships, pilot staff training courses) for the initiation and development of long-term vocational rehabilitation assistance in the form of the establishment of rehabilitation centres, sheltered workshops, income-generating activities, community-based rehabilitation services and staff training programmes. Four regional seminars (two in Africa and one each in Latin America and Asia) will be held on national policy formulation in vocational rehabilitation.

Programme management and support

70.62. Provision is made under this subprogramme for managerial, secretarial and administrative support for the programme as a whole.

Major Programme 70. Training

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
70.1. DEPARTMENTAL MANAGEMENT										
TECHNICAL CO-OPERATION	-	-	-	40,000	40,000	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	4/00	3/06	671,002	36,914	707,916	-	1/08	92,820	7,180	100,000
1992-93 TOTALS	**4/00**	**3/06**	**671,002**	**76,914**	**747,916**	**-**	**1/08**	**92,820**	**7,180**	**100,000**
1990-91 TOTALS	**6/00**	**3/06**	**873,877**	**179,729**	**1,053,606**	**-**	**2/06**	**139,230**	**14,750**	**153,980**
70.2. MANAGEMENT DEVELOPMENT										
DEVELOPING MANAGERIAL COMPETENCE AND IMPROVING ENTERPRISE PERFORMANCE	6/00	2/00	720,936	127,704	848,640	-	-	-	-	-
ENTREPRENEURSHIP AND SMALL ENTERPRISE DEVELOPMENT	5/06	2/00	670,140	64,000	734,140	6/10	6/03	1,042,287	68,073	1,110,360
TECHNICAL CO-OPERATION	-	-	-	334,000	334,000	-	-	-	29,500,000	29,500,000
PROGRAMME MANAGEMENT AND SUPPORT	6/11	8/00	1,148,214	66,470	1,214,684	-	-	-	-	-
1992-93 TOTALS	**18/05**	**12/00**	**2,539,290**	**592,174**	**3,131,464**	**6/10**	**6/03**	**1,042,287**	**29,568,073**	**30,610,360**
1990-91 TOTALS	**18/06**	**12/00**	**2,547,756**	**644,388**	**3,192,144**	**6/04**	**6/03**	**991,491**	**27,564,240**	**28,555,731**
70.3. VOCATIONAL TRAINING										
DEVELOPMENT OF VOCATIONAL TRAINING COMPETENCE	8/06	3/00	1,030,608	79,704	1,110,312	-	-	-	-	-
VOCATIONAL TRAINING FOR SPECIFIC GROUPS AND SECTORS	6/07	3/00	835,890	43,000	878,890	-	-	-	-	-
DEVELOPMENT OF NEW TECHNICAL CO-OPERATION PROJECTS	3/02	2/00	433,092	10,000	443,092	11/06	10/00	1,725,228	80,772	1,806,000
TECHNICAL CO-OPERATION	-	-	-	175,000	175,000	-	-	-	39,900,000	39,900,000
PROGRAMME MANAGEMENT AND SUPPORT	2/09	5/08	594,966	50,850	645,816	-	-	-	-	-
1992-93 TOTALS	**21/00**	**13/08**	**2,894,556**	**358,554**	**3,253,110**	**11/06**	**10/00**	**1,725,228**	**39,980,772**	**41,706,000**
1990-91 TOTALS	**23/06**	**15/08**	**3,259,920**	**326,718**	**3,588,638**	**14/06**	**11/04**	**2,104,260**	**37,823,577**	**39,927,837**

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
70.4. TRAINING POLICIES										
TRAINING STRATEGIES AND POLICIES AT THE NATIONAL AND SECTORAL LEVEL	3/08	-	372,504	61,330	433,834	-	-	-	-	-
TRAINING POLICIES FOR SPECIFIC GROUPS AND SECTORS	1/08	-	169,320	51,000	220,320	0/05	2/03	167,637	14,363	182,000
INFORMATION AND DOCUMENTATION ON TRAINING	1/00	4/00	324,360	4,000	328,360	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	1,700,000	1,700,000
PROGRAMME MANAGEMENT AND SUPPORT	2/00	2/07	347,055	28,955	376,010	-	-	-	-	-
1992-93 TOTALS	**8/04**	**6/07**	**1,213,239**	**145,285**	**1,358,524**	**0/05**	**2/03**	**167,637**	**1,714,363**	**1,882,000**
1990-91 TOTALS	**8/09**	**4/10**	**1,158,108**	**246,804**	**1,404,912**	**0/06**	**3/02**	**227,154**	**2,269,500**	**2,496,654**
70.5. VOCATIONAL REHABILITATION										
VOCATIONAL REHABILITATION	8/03	-	838,134	90,000	928,134	1/10	1/03	255,867	19,133	275,000
TECHNICAL CO-OPERATION	-	-	-	180,716	180,716	-	-	-	10,000,000	10,000,000
PROGRAMME MANAGEMENT AND SUPPORT	0/05	2/09	195,483	5,831	201,314	-	-	-	-	-
1992-93 TOTALS	**8/08**	**2/09**	**1,033,617**	**276,547**	**1,310,164**	**1/10**	**1/03**	**255,867**	**10,019,133**	**10,275,000**
1990-91 TOTALS	**6/09**	**2/09**	**838,899**	**470,187**	**1,309,086**	**1/06**	**1/03**	**222,003**	**7,620,550**	**7,842,553**

Major programme 75. Turin Centre

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
75.1. TURIN CENTRE										
TURIN CENTRE	-	-	-	3,400,000	3,400,000	-	-	-	-	-
1992-93 TOTALS	-	-	-	**3,400,000**	**3,400,000**	-	-	-	-	-
1990-91 TOTALS	-	-	-	**3,400,000**	**3,400,000**	-	-	-	-	-

75.1. The role of the Turin Centre has changed considerably since its inception. Originally set up as a vocational training centre, it has become an all-purpose training facility with expertise in the fields of training techniques and the management and organisation of training.

75.2. In the course of 1990 the Centre has made a major effort to plan its future programme of courses and seminars and its production of training modules and materials taking account of the changing needs of the ILO. It is envisaged that the Centre will be increasingly involved in the training programmes of most of the technical major programmes both at headquarters and in the field. It will also continue to manage the greater part of the ILO's fellowship programme.

75.3. Thus, the Centre's programme of activities for the biennium 1992-93 is centred around three components. The first component, which is associated with the regular programme of the ILO, consists essentially of bringing to bear the experience and competence of the ILO in the field of training. This component is one of the principal means of disseminating the message and mandate of the ILO. The second component consists of support services to technical assistance projects. The Centre's technical support programme includes a research and development service based on new training needs and materials, and an information and publications service to develop and disseminate training methods and materials. The third component consists of training activities carried out under ILO technical co-operation projects and programmes, as well as those undertaken by the Centre at the request of other donors (the World Bank, UNDP, other United Nations agencies and the EEC). These are carried out in close consultation with the technical and regional major programmes of the ILO. The Centre will contribute to the organisation of individual fellowships and courses in the context of ILO technical co-operation projects.

75.4. In all its activities, the Centre makes use of its specific competence to complement that of the Office. This competence lies in the fields of training technology and the management and organisation of training and includes various types of services such as: group training; the administration of individual fellowships; the provision of advice and assistance for the organisation of training, for needs analysis and for the formulation of training courses; the follow-up and quality control of training, and the provision of appropriate training materials.

75.5. The Centre drew up a development plan covering its activities until 1995, which was accepted by the Board of the Centre and well received by the Programme, Financial and Administrative Committee of the Governing Body, in their discussions in November 1990. It redefines the mission and technical competence of the Centre and indicates the resources which it will be necessary to find to implement the plan.

75.6. The programme for the biennium 1992-93 will include a series of activities related to the work of ILO major programmes. However, it is not possible to translate these activities into figures for staff and non-staff resources in the same way as for other headquarters programmes. Indeed, the Turin Centre does not have a regular programme and budget in the same sense as the ILO itself.

75.7. Support is needed from various supplementary sources to finance the Centre's activities, its regular and ad hoc courses and the supporting services that it provides. Complex funding arrangements are usual, and their nature cannot be foreseen two years ahead.

75.8. The Centre's regular budget is composed of the contributions from the ILO and from the Italian Government. The latter is expected to contribute approximately Lit. 14.7 billion in the biennium 1990-91. Because of budgetary constraints, it is proposed that the ILO's contribution should remain at a level of $3,400,000 (Lit. 4.7 billion) in real terms. This contribution will however be adjusted for cost increases and will maintain its lira value. The value of the contribution in US dollars will thus be recalculated along with all other Swiss franc-linked budgetary items at the time of the budget approval. The Centre also expects to receive approximately $26 million, including RBTC but mainly from extra-budgetary sources, for specific training activities.

Activities linked to the ILO regular programme

75.9. The Centre proposes to base its regular programme on current ILO priorities as reflected in the initiatives taken by technical and regional major programmes. The following paragraphs briefly summarise the fields in which the Centre will provide assistance to the Office.

International labour standards

75.10. The Centre is a valuable tool for strengthening the implementation of international labour standards, particularly as regards the links between these standards and ILO technical co-operation. The Centre will prepare a training module on the application of standards by 1991, which will be developed jointly with major programme 50 (International labour standards and human rights). The following related activities are included in the programme for the biennium 1992-93: the progressive introduction of the training module in courses undertaken at the Turin Centre, with the aim of familiarising the trainees with the ILO's standard-setting activities; the adaptation of this module to specific fields, such as standards on the promotion of equality and on child labour; the organisation of a four-week training course on standard-setting activities and the application of standards in the context of the promotion of equality; and the publication, at the request of major programme 50 (International labour standards and human rights), of the updated ILO brochure "International Labour Standards for Development and Social Justice".

Vocational training policies and strategies

75.11. The aims of the Centre's work in this field are closely related to the objectives of major programme 70 (Training) in the fields of training policies and the development of vocational training capacities. Emphasis is placed on new training requirements arising from: the need to adapt training systems to adjustment policies and sectoral restructuring; the quest for increased effectiveness in these systems, particularly from the viewpoint of their cost and relevance to labour market needs; the search for new financing arrangements and incentives to promote access to training; and quality control of training.

Vocational retraining and structural adjustment

75.12. Taking account of the conclusions reached by ILO and World Bank studies and by the seminar on vocational and technical training policies and strategies in sub-Saharan countries, held in Turin in May 1990, the Centre will participate actively in the organisation of regional seminars for a number of African and Asian countries. The objective of these seminars is to permit an in-depth examination of proposed adjustment measures and their implications for training systems and to identify the specific needs for technical assistance. These activities will be undertaken in collaboration with programmes 70.3 (Vocational training) and 70.4 (Training policies).

75.13. A comparative study of the role of vocational retraining in economic restructuring will be carried out under programme 70.4 (Training policies). This study, which will take account of innovative retraining measures adopted by member States, should also serve to support ILO assistance programmes in this field. A tripartite expert meeting will be held in Turin at the end of 1993 to examine the conclusions of this study, and to identify the lessons that can be drawn from past programmes of assistance in this field. Part of the cost of this meeting will be covered by the Centre, and extra-budgetary financing will be sought for the rest.

75.14. The Centre will also commence the preparation in 1991 of training courses on strategies to adapt training and the management of vocational training systems. These courses will be designed for high-level officials from planning ministries and from vocational training institutes. This type of activity is a development of the traditional courses undertaken for many years by the Centre on the management of vocational training institutions.

Vocational training of women and promotion of equality

75.15. The Centre will seek to promote the access of women to non-traditional occupations, identifying the obstacles which in practice limit their access to vocational and technical training in this area and setting out the measures through which these obstacles can be overcome. The ILO has accumulated knowledge in this area, which should be applied in training activities for middle and higher-level managers of training institutions who are responsible for designing and developing vocational and technical training programmes. This work will be carried out in collaboration with the interdepartmental project on Equality for women in employment and programme 50.4 (Equality of rights).

Training and employment creation in the urban informal sector

75.16. Two complementary approaches for the rural sector have been developed by programmes 70.3 (Vocational training) and 60.4 (Employment and incomes in the rural and informal sectors). These approaches are known as "Training for rural gainful activities" (TRUGA) and "Skills development for rural communities" (SDRC). They have proved to be particularly effective in training programmes that are designed with the support of rural communities. The Centre will assist programme 70.3 (Vocational training) in adapting these approaches to training for the urban informal sector, drawing on its own experience in this field.

New teaching technologies

75.17. An increasing number of training institutions in developing countries are faced with technical and financial choices concerning the adoption of new training technologies which incorporate recent information technology developments and remote teaching systems. The introduction of these new technologies does not necessarily result in immediate gains. Choices must be preceded by the most exhaustive possible evaluation of their consequences, particularly as regards the effort involved in developing training programmes using these technologies. In 1990, as a result of EEC financing, the Centre commenced the development of a series of training modules on new teaching technologies which will be included in training courses with the objective of: increasing awareness in member States and concerned institutions of the realities involved in applying these technologies; and making an informed selection from among the technical and financial options. Three training courses are planned as part of the Centre's regular programme in the biennium 1992-93 for, respectively, Asia, Africa and the Arab States, and Latin America. The Centre will also collaborate with programme 70.4 (Training policies) in carrying out a comparative study of the training models and programmes most relevant to employment flexibility.

Management development

75.18. The Centre's work in this field is complementary to that set out under programme 70.2 (Management development) and mainly relates to technical co-operation activities. However, the regular programme for the biennium 1992-93 will include several activities in this field. One of these is the development of a modular training programme on productivity management. During the biennium, the multi-media training material prepared under programme 70.2 (Management development) will be progressively introduced into several of the Centre's specific courses and particularly into courses on the management of small enterprises and on productivity management and improvement in public enterprises.

75.19. A second activity will concern training for the creation and management of small enterprises. The Centre will participate actively in the preparation and experimental introduction of modular training materials on: the measures needed to establish an enterprise; factors related to the management of enterprises; and the organisation of advisory services for the management of small enterprises. These materials, which will be adapted for specific target groups, will be used as support for the Centre's courses in this field, and particularly for those which are directed towards management institutions and associations in Central and Eastern Europe.

Vocational rehabilitation

75.20. The working relations between the Centre and programme 70.5 (Vocational rehabilitation) cover three areas: the design and formulation of materials for training courses and for the provision of assistance within the framework of vocational rehabilitation projects based on community initiatives; the publication of manuals and guides prepared by the corresponding branches of the ILO; the organisation of seminars and training courses. These activities will be financed from extra-budgetary sources to be sought by the Centre.

Employment and development

75.21. Relations between major programme 60 (Employment and development) and the Centre are concentrated in three main areas: the promotion of rural employment; employment planning and labour market analysis; and international migration for employment. The type of activity undertaken by the Centre in these three areas mainly consists of the formulation, in a selective manner, of responses to needs for training courses and materials resulting from the research work carried out by headquarters programmes and the regional employment programmes.

Promotion of rural employment

75.22. Collaboration with the ILO in this area revolves around three main areas: updating and producing training modules for rural development, in collaboration with programme 70.3 (Vocational training); the preparation of a training programme on the formulation and evaluation of rural development projects; and the preparation of a training programme on the role of women in rural development projects. Extra-budgetary funding will be sought to finance these three types of activity.

Employment planning and labour market analysis

75.23. The objective of this activity is to improve the capacity of member States to design and adapt employment promotion and creation plans. One joint initiative has been selected, the implementation of which will depend on the Centre being able to mobilise extra-budgetary funding. This initiative will consist of the development of a training programme on methods and techniques of employment planning and training, with emphasis being placed on how training systems can best support job creation projects.

International migration for employment

75.24. As a result of frequent requests from workers' organisations, programme 60.6 (International migration for employment) plans to develop, in collaboration with programme 230.3 (Workers' education) and the Centre, training modules for trade union leaders in the countries of employment and of origin of migrant workers on the rights of such workers.

Employment promotion and structural adjustment

75.25. This initiative, which relates to one of the interdepartmental projects in the biennium 1992-93, will be undertaken by the Centre in collaboration with major programmes 60 (Employment and development), 70 (Training) and 100 (Sectoral activities), in order to promote training for planned human resource development in the context of structural adjustment. The Centre proposes to set up a regional training project covering ten French-speaking African countries, the objective of which is to formulate a tool for the rationalisation of human resource management in the public sector that can be used when undertaking technical co-operation projects. This project includes several elements: the development of techniques for the analysis of public employment; the formulation of a methodology to establish personnel files and to create a personnel information system; the organisation of training courses and seminars for human resource managers; and the formulation of methodological guides and manuals on management planning and the evaluation of administrative efficiency. It will be necessary to find extra-budgetary resources for funding the project.

Promotion of equality

75.26. The main concern of the Centre in relation to programme 50.4 (Equality of rights) is to promote the integration into its courses of women's questions. The Centre's activities in this context are of three types: measures to ensure greater participation by women in all its courses and training projects; the development of specific courses and projects on women's questions; and the integration of women's questions in the design of the Centre's general training projects and courses.

Industrial relations and labour administration

75.27. Up to the present, relations with major programme 80 (Industrial relations and labour administration) have been characterised by isolated technical co-operation activities. Several initiatives have been selected for the Centre's regular programme for the biennium 1992-93, subject to the availability of extra-budgetary financing. These include: strengthening working relations between the Centre and the six regional labour administration centres, particularly as regards the development of training materials, the methodological organisation of training courses at the national level and the improvement of training techniques; hosting and organising an inter-regional seminar on labour inspection; producing audio-visual teaching materials in the field of labour inspection in the agricultural, agro-industrial and food sectors; and producing teaching materials on modern training methods for officials in employment services. When the training materials become available, the Centre will introduce them in a training course for officials in employment services. Finally, during the biennium 1992-93 the Centre will extend to other regions the training programme undertaken during the biennium 1990-91 on the applications of data processing to labour administration.

75.28. The Centre's programme on industrial relations emphasises training in collective bargaining techniques and procedures and the organisation of research missions in industrialised countries with the aim of making ministries of labour and the social partners aware of the development of industrial relations systems. Two training courses on collective bargaining techniques are included in the Centre's regular programme for 1992-93. One of these is intended for French-speaking African countries and the other for Latin American countries. These two courses will be financed from RBTC resources.

Working conditions and environment

75.29. The plan of activities for the biennium covers the two fields of occupational safety and health and working conditions. In the field of occupational safety and health collaboration will include: the formulation and production of training materials, and particularly a training manual for trainers on questions related to occupational safety and health, and of more specialised materials for the chemical and construction sectors and for the prevention of accidents; and the organisation at the Centre of courses and seminars intended for high-level officials in labour ministries in order to familiarise them with methodological approaches to set up retraining and further training courses for their officials. The Centre will cover the costs of organising two courses, for Asian and Latin American countries respectively, from its RBTC resources. The Centre will also support the organisation of regional and national courses and seminars undertaken by programme 90.2 (Occupational safety and health).

75.30. In the context of the activities and projects on conditions of work and productivity in small and medium-sized enterprises, a field in which its collaboration dates back to 1989 for Asian and Latin American countries, the Centre plans to concentrate activities in Africa. Two training courses for trainers and the adaptation and translation of teaching materials have been included in the activities for the biennium 1992-93. These activities will require funding from extra-budgetary sources.

Workers' activities: workers' education

75.31. The Centre has defined and prepared its activities in collaboration with programme 230.3 (Workers' education) with the following objectives: to improve the capacity of workers' organisations to promote and undertake training programmes for their members; and to develop economic projects, mutual assistance programmes and services organised by trade unions. The activities for the biennium 1992-93 include the preparation and organisation of 12 training courses distributed between the various regions and covering the following subjects: the organisation of economic and social services within the trade union movement; job security and working conditions; collective bargaining techniques and procedures; and employment and training policies.

75.32. The Centre also hopes to mobilise additional extra-budgetary funding to expand these activities and strengthen the measures that have already been taken, so that trade unionists can participate in its general training programme and particularly in courses on management techniques and information applications. Special emphasis will be placed on reinforcing the participation of women in workers' education courses.

Sectoral activities: co-operatives, hotels and tourism, self-employed workers

75.33. The training activities undertaken by the Centre for the co-operatives sector will be amplified and reoriented. The regular working exchanges and meetings with programme 100.5 (Co-operatives) and the MATCOM project are making it possible for the programming to become more integrated and to be improved. The number of courses financed on a regular basis by Italy (four in each biennium) will be maintained, although the content will be better suited to regional characteristics, including the new needs expressed by Eastern European countries. The methods to be used will give greater scope for participation by trainees and courses will be targeted on trainers, managers and promoters of co-operatives.

Social security

75.34. Training in the field of social security is one of the primary objectives of major programme 110 (Social security). Training materials, which are used to support these activities, need to be redesigned through the introduction of new techniques and methods. The Centre will assist in this work, and will provide training in the fields of statistics and actuarial calculations, and on the introduction of computerised administration into social security institutions.

Activities related to technical co-operation

75.35. The Centre will continue to work closely with the ILO technical co-operation programme as a whole. The Centre has the opportunity for many regular contacts with the specialised agencies of the United Nations, and in particular with the UNDP, the World Bank and multi-bilateral donors. A close working relationship with major programme 150 (Programming and co-ordination of technical co-operation) should facilitate greater coherence in the execution of projects.

75.36. The Centre will undertake a series of programmes on the management of technical co-operation. Three new types of training programmes will be available in the biennium 1992-93: programmes on the formulation, management and evaluation of technical assistance projects; programmes on the management of purchases and the procurement of equipment; and high-level training seminars for UNDP resident co-ordinators and for the representatives of United Nations specialised agencies. These three initiatives will be developed during the course of the biennium 1990-91.

75.37. The Centre will also undertake projects and training courses at the direct request of member States and of multilateral and bilateral donors (the World Bank, EEC, the General Directorate of Co-operation for Development of Italy) and will also intervene in the implementation of the training components of technical co-operation projects entrusted to the ILO.

Major Programme 80. Industrial Relations and Labour Administration

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
80.10	DEPARTMENTAL MANAGEMENT	2/00	3/00	429,972	462,314	892,286
80.20	LABOUR LAW AND LABOUR RELATIONS	26/04	13/00	3,399,252	293,000	3,692,252
80.30	LABOUR ADMINISTRATION	12/07	7/06	1,696,056	100,657	1,796,713
80.40	MULTINATIONAL ENTERPRISES	6/10	3/09	910,205	125,652	1,035,857
1992-93	**TOTALS**					
	REGULAR BUDGET	47/09	27/03	6,435,485	981,623	7,417,108
	OTHER SOURCES	1/03	2/06	266,220	6,313,605	6,579,825
1990-91	**TOTALS**					
	REGULAR BUDGET	50/10	26/06	6,699,810	1,242,293	7,942,103
	OTHER SOURCES	2/00	2/04	333,132	6,553,388	6,886,520

80.1. The general objectives of this major programme are to promote:

a) sound systems of labour relations, both collective and individual, including remuneration policies and practices, which are fully consistent with ILO principles and take account of the needs and capabilities of member States;

b) appropriate legal frameworks for labour matters;

c) enhanced tripartism;

d) improved effectiveness of labour administration in member States; and

e) the observance of the Tripartite Declaration of Principles concerning Multinational Enterprises and Social Policy.

80.2. The traditional concerns of this major programme will be treated in the context of the wider economic, social and political developments which have come into prominence in recent years, including structural adjustment issues in both industrialised and developing countries. In addition to the activities described under this major programme, both programme 80.2 (Labour law and labour relations) and 80.3 (Labour administration) will collaborate fully in interdepartmental work on structural adjustment under major programme 140 (Interdepartmental projects).

80.3. A significant part of the advisory and technical co-operation work carried out under this major programme, and particularly work on labour legislation, the refashioning of industrial relations systems, wage reform and employment services, is aimed at facilitating the adjustment process. This applies to developing countries in general and to countries which have recently chosen to move from a centrally-planned to a more market-oriented economy.

80.4. The activities covered by programmes 80.2 (Labour law and labour relations) and 80.3 (Labour administration) will be closely co-ordinated, particularly in the areas of labour legislation and government industrial relations services. The links between labour legislation and labour inspection call for operational activities requiring expertise in both areas and require integrated efforts within this major programme. Many of the activities described below relate to Office-wide concerns and will be carried out in collaboration with other major programmes and with universities and national research institutions, where appropriate.

80.5. Most of the work covered by programme 80.4 (Multinational enterprises) will be devoted to enhancing knowledge and promoting observance of the Tripartite Declaration of Principles concerning Multinational Enterprises and Social Policy. The work of the programme will therefore include the triennial survey, research, the servicing of the Governing Body Committee on Multinational Enterprises (including handling requests for interpretations of the Declaration) and promotional and advisory activities.

80.6. Resources for most of the technical major programmes are considerably lower than in the biennium 1990-91, for reasons explained in the Introduction. For this major programme the reduction amounts to some $525,000, and results from a decrease of 3/01 Professional work-years, an increase of 0/09 General Service work-year, and a net decrease in other resources of $253,000, including a decrease in RBTC resources of some $146,000. However, this major programme will be closely involved in the implementation of work items under each of the interdepartmental projects described under major programme 140.

80.1. Departmental management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	3/00
NON-STAFF COSTS EXCLUDING RBTC	$23,954
RB TECHNICAL CO-OPERATION (RBTC)	$438,360
TOTAL	**$892,286**
OTHER SOURCES	-

80.7. As in the biennium 1990-91, this programme provides for the director of the department and secretarial support. Resources of some $438,000 shown at the major programme level for regular budget technical co-operation will be used to fund activities described under the respective programmes.

80.2. Labour law and labour relations

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	26/04
GENERAL SERVICE WORK-YEARS	13/00
NON-STAFF COSTS EXCLUDING RBTC	$293,000
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$3,692,252**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	1/00
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$101,592**
TECHNICAL CO-OPERATION	$1,664,000

80.8. Activities under this programme are designed to promote tripartism and encourage the development of labour relations systems, labour laws, individual employment relationship patterns and remuneration policies consistent with ILO principles and standards and with the conditions and requirements of each country.

80.9. In comparison with the biennium 1990-1991, some Professional staff resources will be transferred from research to technical advisory services and to support to technical co-operation. Requests are received from governments in all developing regions of the world for assistance in undertaking comprehensive revisions of labour legislation. The new distribution of resources should enhance the ILO's capacity to respond to these requests as well as to the many demands for assistance, mainly in the labour relations field, currently being received from countries undergoing political and economic change, particularly in Central and Eastern Europe. As in previous biennia, provision is made for technical and administrative support to the International Industrial Relations Association (IIRA), through which the ILO gains access to the industrial relations expertise of academics and practitioners around the world to support its research and technical co-operation activities.

80.10. Emphasis will be given in the work of this programme to issues related to structural adjustment and equality for women. In the field of structural adjustment, the main aims of the activities described here, and those covered by programme 140.1 (Employment promotion and structural adjustment: Labour policies for adjustment) will be: to promote tripartite consultation and co-operation in the design and implementation of structural adjustment policies; and to study issues arising out of measures to make pay more flexible, particularly in the civil service. The activities related to the issue of equality for women, including those covered by programme 140.2 (Equality for women workers) will be aimed at: promoting the role of labour law in improving the status of women, studying the contribution that can be made by collective bargaining to achieving equality of opportunity, and examining the implication of pay and job classifications on equal pay.

Collective bargaining and labour disputes settlement

80.11. The objectives of this subprogramme are: the furtherance of better knowledge and understanding in member States of different systems of labour relations; and the promotion of systems of collective bargaining and labour disputes settlement that reconcile as effectively as possible the requirements of economic efficiency and social justice and are in conformity with the relevant ILO standards.

Assistance to countries undergoing political and economic change

80.12. Member States in various regions, including Central and Eastern Europe, are undergoing major political and economic change and are establishing more democratic forms of government and market-oriented economies. These changes are having a profound impact on labour relations, and requests are being received from governments, employers and trade unions for advice and assistance in such areas as collective bargaining, workers' participation, labour disputes settlement and remuneration. These requests represent a unique opportunity for the Office to assist these countries to reshape their law and practice in the labour relations field in a way which is in line with basic ILO standards and principles. The resources available for assistance to these countries will therefore be increased so as to permit a timely response by the Office to their requests. This is all the more necessary as the number of requests for assistance from developing countries is also increasing.

Labour relations and environmental protection

80.13. In recent years, the protection of the environment has become an overwhelming concern of the public and of decision-makers at all levels. Trade unions, employers and their organisations are taking an increasing interest in contributing to the protection and improvement of the environment by dealing with environmental issues through bipartite or tripartite consultations at the regional, national or local levels, through collective bargaining or through workers' participation at the enterprise level. Examples of cases in which environmental questions have been dealt with through labour relations processes will be examined and the factors that affect the success of these efforts will be identified. The findings of this study will be disseminated, particularly to ILO constituents, so that they can benefit at the earliest possible stage from the experience of other countries in this area.

Workers' participation and personnel policies

80.14. The aims of this subprogramme are to assist in the establishment and development of appropriate systems of workers' participation in decision-making, and to improve personnel policies. Although the ILO cannot promote specific workers' participation schemes, with the exception of the forms of participation advocated in particular international labour standards such as information and consultation, it seeks to deepen knowledge of the systems in operation in various countries and to promote understanding of the factors that condition their effectiveness.

Workers' participation and work organisation

80.15. Changes in work organisation that are introduced in enterprises with a view to improving productivity often give rise to problems of adaptation for the workers concerned. There is growing recognition among employers and trade unions that such organisational changes can be more effective in improving efficiency in enterprises when accompanied by a co-operative approach between labour and management. This has led to a revival of interest in the role of both institutional and shop-floor participation schemes in facilitating co-operation within enterprises. A study will therefore be made of the various forms of workers' participation in the area of work organisation that are currently in operation in selected countries. The study will be widely disseminated among ILO constituents so that they can benefit from the experiences of other countries in considering how best to promote labour-management co-operation and consultation in the field of work organisation. This work will also improve the Office's ability to provide advice on the formulation and operation of workers' participation in these areas. It will be carried out in consultation with programme 90.3 (Conditions of work and welfare facilities), under which training materials are being prepared and tested concerning practical improvements in work organisation that can be introduced with the involvement of workers.

Labour legislation and individual employment relationships

80.16. The principal aims of this subprogramme are: to help member States adapt their labour legislation to changing needs, having regard to the economic and social conditions of each country and world-wide trends regarding the protection of workers; and to bring their legislation into conformity with their obligations under international labour standards. Emphasis will be placed on promoting rules governing individual employment relationships, including new forms of employment, and procedures for the settlement of individual labour disputes that are consistent with ILO principles and standards.

Revision of labour legislation

80.17. An important ILO activity, for which additional resources are to be provided in the biennium 1992-93, is the provision of assistance to member States for the revision of their labour legislation. The Office provides the services of experts in labour legislation to review existing or proposed legislation in a country, to advise on different policy options and on the provisions of ratified and unratified international labour standards and to help draft new legislation. In recent years, requests from developing countries for such assistance have increased dramatically. They often entail a comprehensive revision of the labour legislation of the countries concerned, including the provisions governing all aspects of the protection of the individual worker and relations between trade unions and employers. Related activities include the provision of advisory services to countries requesting the Office's advice, either through written comments or through advisory missions, on draft labour legislation. These two forms of assistance are the best opportunities available to the Office to help member States comply with their obligations under the Conventions they have ratified (taking into account any comments by the ILO supervisory bodies) and decide whether to give effect to other international labour standards.

Remedies for unfair dismissal

80.18. The adoption in 1982 of the Termination of Employment Convention (No. 158) and Recommendation (No. 166) was an important step in ILO activities to promote employment security. These standards provide, inter alia, for reinstatement and/or compensation for workers who have been dismissed without a valid reason. Under the legislation, collective agreements and practice of many member States, compensation is the only remedy in the event of unfair dismissal, while in other countries reinstatement and/or compensation are offered. However, relatively little information is available on the amount of compensation that is actually paid or on how the principle of reinstatement is applied in practice. This is a crucial question for employment security because it has direct repercussions on the effectiveness of the protection offered by law or collective agreements and the Office regularly receives requests for information on this subject. A study will therefore be carried out on how the rules relating to employment security contained in laws and collective agreements and the remedies mentioned in the event of unfair dismissal work in practice. The results of this research will be published and will enable the Office to respond to requests for information. They will also provide guidance to labour law consultants advising member States on the formulation of employment security legislation and will serve as useful inputs for technical co-operation seminars in the field of employment security.

Meeting of experts on disciplinary rules and procedures

80.19. In the course of the biennium a meeting of experts will be held on disciplinary rules and procedures. This meeting will be a follow-up to a study undertaken in the biennium 1990-91, the aim of which was to examine the different methods of elaborating disciplinary rules, the role played by employers and workers and their organisations in the formulation and implementation of these rules, the content of the rules, the different types of sanctions provided for in the event of their violation, the procedures through which sanctions are applied and the guarantees offered to workers to exercise their right to a fair hearing and their rights of defence and appeal. The study has been undertaken pursuant to the report of the Working Party on International Labour Standards (1987) which identified this question as a particularly appropriate subject for international labour standards. The purpose of the meeting will be to promote an exchange of views on the various aspects of the subject, to consider whether it would be appropriate to draw up a code of practice and to advise on whether this question would lend itself to the adoption of standards by the International Labour Conference. The meeting will be held in Geneva for five calendar days and will be attended by six Government, six Employer and six Worker representatives ($62,000).

Remuneration

80.20. The main objective of this subprogramme is to help member States to adopt pay policies and practices that improve the earnings of workers, and especially of the lowest paid, while taking into account objectives such as the need for appropriate income differentials, increased productivity, balanced economic development and macroeconomic stability. The subjects dealt with range from national policies, including statutory minimum wages and equal remuneration, to the adoption of appropriate pay systems at the enterprise level.

Structural adjustment and flexible civil service pay

80.21. A number of factors have prompted governments in both industrialised and developing countries to make civil service pay more responsive to changes in supply and demand in the labour market and to the work performance of civil servants. Civil service wages have also been affected by the need to reduce the public wage bill, which is often a key component of structural adjustment packages. Conversely, low levels of civil service salaries have also led some countries to contemplate paying appreciably higher remuneration to specific groups of civil servants that are in short supply. However, very little is known of the measures undertaken in specific countries to make civil service pay more responsive to changing labour market conditions and employee work performance, and of the problems encountered in their implementation. A study will therefore be made of the measures that have been taken in selected countries, and particularly in developing countries. Special attention will be paid to how governments as employers have responded to inadequate labour supply, especially for managerial and technical skills. This activity will result in the dissemination of information through factsheets and short articles, and the provision of technical advisory services, either by the ILO alone or in conjunction with international financial agencies.

Equal remuneration measures

80.22. Analyses carried out by the Office into the application of the principle of equal remuneration for men and women have revealed some of the weaknesses of national legislation and, in particular, of application procedures in this area. Moreover, even where equal remuneration legislation and its application procedures are fairly comprehensive, the wage determination process may itself engender and perpetuate inequalities as a result of the way in which qualifications are evaluated and career paths fixed. An analysis, based on national monographs, will therefore be made of the relative advantages and difficulties of the various legislative and administrative approaches adopted to apply equal pay policies in developing countries and Eastern European countries, which were not covered by earlier research. A more detailed analysis will also be made of aspects of pay determination which have a particular impact on equal pay in selected industrialised countries. This analysis will be based on detailed case studies and sources of information such as collective agreements. The results will be widely disseminated to ILO constituents and will be used as an input for seminars and technical advisory services to assist in devising approaches to wage determination that implement the principle of equal pay for work of equal value. This activity will also help identify any need for the future revision of ILO standards relating to equal remuneration and non-discrimination.

Wage determination at plant level

80.23. An important component of structural adjustment, and perhaps the most difficult to implement, is wage restraint, which needs to be properly explained and compensated by other benefits through the wage determination system at the enterprise level, where the ultimate effects of such measures are felt. Although considerable information is now available on wage regulation in developing countries at the macro-level (statutory minimum wage fixing and other forms of government wage regulation), very little is known about wage determination practices at the industry and establishment level. The information that is available will therefore be completed, particularly as regards the relationship between government wage policy and wage negotiations between employers' and workers' representatives. Based on an analysis of legislation, collective agreements and interviews with employers' and workers' representatives, the wage determination mechanisms operating at the plant level and their articulation with wage regulation at the national level will be described. Case studies of enterprises in selected developing countries will also be undertaken in order to obtain first-hand information of plant-level wage negotiations. This information will be disseminated through fact-sheets and short articles. A major output of this activity will be to identify problems affecting wage negotiations and to focus on practical measures that can be taken to promote collective bargaining in developing countries. This will provide material for advisory and promotional work in the form of seminars, consultations, and technical advisory services and will thus contribute to the wider observance of the Collective Bargaining Convention, 1981 (No. 154).

Technical co-operation

80.24. In the current context of economic adjustment, political change and social instability, there is an increasing need for member States to adapt their labour laws, labour relations institutions, practices and remuneration systems. This programme's share of RBTC resources shown under programme 80.1 (Departmental management) will be used to finance activities such as expert missions to revise and codify labour legislation and assist in pay policy and pay administration reform, as well as seminars and related meetings on critical labour relations issues.

80.25. Extra-budgetary resources are expected to be made available by the UNDP for several activities, including the provision of continued assistance for a pilot exercise in workers' self-management in Zambia and initial assistance for wage reform in Angola. Continued multi-bilateral funding is expected from the Norwegian Government for the third phase of a project on labour relations in English-speaking African countries, and from the Japanese Government for a project on labour relations in Asia and the Pacific. Finally, it is expected that World Bank funding will be available for projects related to employment security and wage policy issues.

80.3. Labour administration

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	12/07
GENERAL SERVICE WORK-YEARS	7/06
NON-STAFF COSTS EXCLUDING RBTC	$100,657
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,796,713**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	0/03
GENERAL SERVICE WORK-YEARS	2/06
NON-STAFF COSTS	$3,605
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$168,233**
TECHNICAL CO-OPERATION	$4,646,000

80.26. The objective of this programme is to build up effective labour administrations in member States through the promotion and support of action at the national, regional and inter-regional levels. As well as supporting technical co-operation, information dissemination and research aimed at strengthening and developing national labour administration systems, major components of the programme are aimed at assisting and promoting national labour inspection systems and public employment services.

80.27. Activities in the field of labour administration will be carried out in consultation with several other programmes. Particular mention should be made of the links between the Labour inspection subprogramme and programmes 90.2 (Occupational safety and health) and 90.3 (Conditions of work and welfare facilities), and technical co-operation activities will be undertaken in collaboration with these programmes and with programme 80.2 (Labour law and labour relations). Co-operation with the public administration programme of the United Nations will also continue.

80.28. Provision is made for technical advisory services as well as for service and support of technical co-operation. The advisory services will address pressing problems which cannot be dealt with by the regional centres or regional advisers. Service and support activities include: the direct technical backstopping of technical co-operation projects and activities such as the promotion of interdisciplinary and interdepartmental approaches in the work of regional centres; advice and support in the design of training programmes by the centres; and the organisation of exchanges of information among centres. Provision is also made for collaboration with, and support to, the International Association of Labour Inspection, and for the analysis of reports concerning the application of Conventions Nos. 2, 34, 81, 88, 96, 129 and 150.

Development of labour administration

80.29. The aim of this subprogramme is to strengthen national labour administrations through the provision of technical assistance and technical advisory services. A particular effort will be made to strengthen consultative arrangements between labour administrations, the representatives of workers and employers and other interested bodies.

The role of consultative bodies

80.30. In most countries it is recognised that there is a need for formal arrangements for consultation between labour administrations and the representatives of their clients, who include employers, workers, the self-employed and other concerned members of the community. Bodies have been set up for this purpose, some of which are tripartite, while others also include representatives of local government, academics and other parties with a direct interest or experience in labour administration. In some cases, the functions of these bodies are limited to reviewing proposals put before them by the labour administration machinery, in others they put forward proposals for changes in legislation or for new programmes of activities, while in others they have been assigned a direct management role in the delivery of labour administration services. The role and functioning of these bodies will be studied in a range of different countries in order to describe their value, suggest how they can be set up or strengthened and how their contribution to effective labour administration can be increased.

Labour inspection

80.31. The objective of this subprogramme is the establishment in member States of efficient mechanisms to: ensure the implementation and enforcement of labour laws by strengthening labour inspectorates; identify gaps in such laws and propose remedial measures; advise employers and workers on compliance with relevant laws and regulations; associate employers and workers and their organisations with the efforts of labour inspection services; extend the coverage of labour inspection; strengthen existing links between labour inspectorates and the various competent bodies concerned with the prevention of occupational accidents and diseases; and improve the training of labour inspectors.

Labour inspection and precarious employment

80.32. Historically, labour inspection systems have devoted most of their efforts to improving the conditions of workers with regular employment contracts and have played an important role in achieving significant and sometimes dramatic improvements in the conditions of such workers. As a result, in both industrialised and developing countries, many of the worst problems relating to working conditions and safety and health now concern workers in precarious employment, whose numbers have grown as firms seek new ways of reducing their labour costs and increasing flexibility. Often, in the same workplace, one group of workers is deprived of most of the protection and advantages accorded to other workers who are covered by conventional employment contracts. The most common forms of precarious employment are subcontracting, temporary and seasonal work, home work, the hiring out of workers from one employer to another, and clandestine work, including the employment of illegal immigrants. A study will be carried out, based on a survey of between eight and ten countries, of how labour inspectorates can deal with the complex problems posed by precarious work, including how to identify the workers involved and their places of work, and the methods and approaches that can be used by inspectorates to protect them and prevent abuses of their rights.

Tripartite evaluation missions

80.33. As a continuation of the series of tripartite missions to evaluate the effectiveness of labour inspection systems, and particularly following the positive outcome of an evaluation of the first seven missions undertaken in 1985, missions will be sent to two countries. As in the past, the reports of these missions will contain technical analyses of the functioning of the labour inspectorates as well as proposals for improving their effectiveness. While addressed primarily to the countries which request the missions, the reports will be given wider circulation if so authorised by the governments concerned. The cost of the two missions and the consultants will be financed from RBTC resources.

Labour inspection and environmental control

80.34. In some countries, general environment control already takes up more than 50 per cent of the work of labour inspectorates. The latter are therefore having to learn how to cope with hitherto unfamiliar challenges and responsibilities in the field of general environmental monitoring and control. A high degree of general environmental pollution originates in industrial and agricultural enterprises, often in association with poor working conditions. In many countries, particularly in the Third World, the labour inspectorate is the only available source of expertise on toxic substances and other pollutants. However, there may also be a conflict between the working and external environments, with the labour inspector wishing to protect workers by advocating the release of toxic or dangerous substances outside the plant. Moreover, the expansion of labour inspectorates' responsibilities to general environmental protection and control raises serious questions as to the compatibility of this practice with international labour standards, and particularly with Article 3(2) of the Labour Inspection Convention, 1947 (No. 81). An analysis will be made of the current role of labour inspection systems in general environmental protection and control in a number of member States. This work will prepare the ground for an ILO policy or guide-lines on this issue, in accordance with existing international standards.

Organisation and functioning of national employment services

80.35. The aim of this subprogramme is to support the efforts of national employment services, which are increasingly being called upon to design and implement labour market policies and therefore to integrate an ever-greater number of new tasks into their traditional functions.

Job opportunities for disadvantaged workers

80.36. The extremely rapid evolution of technology and the increase in international competition have brought about economic restructuring, an increase in unemployment and, in many cases, a marginalisation of the most vulnerable categories of the population. In addition to the physically and mentally handicapped, in whose favour legislative and administrative measures have normally been adopted, this category also includes a whole range of people who are not competitive on a labour market that demands high qualifications and offers a surplus of manpower. These include young people who have left educational and training institutions prematurely, immigrants and refugees without the language or culture of their new country, former prison inmates and ex-drug-dependent persons as well as unskilled women seeking to enter or re-enter the labour market. However, the role played by public employment services with regard to these populations is modest in most countries. A practical guide, in the form of a catalogue, will therefore be prepared to illustrate the range of administrative, financial and practical measures (notably as regards training, guidance, subsidised recruitment and public works programmes) that can be taken to assist these workers. The guide will evaluate the effects of these measures and explain how to set them up. This information will be made available to public employment services.

Technical co-operation

80.37. As in the past, this programme's share of RBTC resources shown under programme 80.1 (Departmental management) will be used to complement the technical co-operation activities of the regional labour administration centres and national projects and to add an inter-regional dimension to them. Various meetings will be organised, including a meeting of the directors of the six regional labour administration centres, an inter-regional training course for the training of trainers in public employment services, a training of trainers course for labour inspectors in the construction industry and a seminar on the computerisation of public employment services. Each of these activities will be undertaken in collaboration with one or more of the regional labour administration centres. RBTC resources will also be used to finance two tripartite missions to evaluate the effectiveness of labour inspection.

80.38. The extra-budgetary resources expected to be available under this programme in the biennium 1992-93 amount to some $4.6 million. Most of these resources will, as in the past, be used to support the activities of the six regional labour administration centres (CRADAT for French-speaking Africa, ARLAC for English-speaking Africa, ARPLA for Asia and the Pacific, CIAT for Latin America, CLAC for the Caribbean, and RACLA for the Arab States). A smaller, but still significant portion of the extra-budgetary resources will be devoted to country projects to advise, assist and help train the staff of labour ministries, and particularly of labour inspection and employment services.

80.4. Multinational enterprises

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	6/10
GENERAL SERVICE WORK-YEARS	3/09
NON-STAFF COSTS EXCLUDING RBTC	$125,652
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,035,857**
OTHER SOURCES	-

80.39. The overriding objective of this programme is to increase co-operation between governments, employers' and workers' organisations and multinational enterprises (MNEs) in the observance and practical application of the Tripartite Declaration of Principles concerning Multinational Enterprises and Social Policy. In addition to the promotion and implementation of the principles of the Declaration, the activities of the programme include: research into the labour and social aspects of MNE activities; liaison, co-operation and co-ordination with international and regional organisations concerned with MNEs, and in particular the United Nations; and servicing the Governing Body Committee on Multinational Enterprises.

Follow-up to the Tripartite Declaration

80.40. An important and recurring element of the follow-up to the Declaration is the triennial survey on the effect given to it. The fifth survey, covering 1989, 1990 and 1991, will be concluded during the biennium 1992-93. The responses to the questionnaire despatched in 1991 will be summarised and analysed during 1992 with a view to their examination by the Governing Body at its 254th (November 1992) Session. New standards adopted by the Conference will also need to be examined and included on a selective basis in the addendum to the Declaration. A related work item is the processing of requests for interpretation of the Declaration according to the procedure for the examination of disputes concerning its application.

Promotion of the Declaration

80.41. Recent developments in the world call for more intensive and widespread promotional activities related to the Declaration. The partnership of MNEs is being sought by governments, especially those of developing countries, many of which, as revealed by the fourth survey, go to great lengths to encourage them to operate in their territories. The changing political and economic climate in many parts of the world, and in particular in Central and Eastern Europe, where already foreign direct investment (FDI) and the activities of MNEs have been on the rise, and the desire shown by these countries for international instruments to govern this new relationship, accentuate the need to intensify promotional activities related to the Declaration. These activities are also a vehicle for imparting information on the ILO standards referred to in, or appended to, the Declaration, some of which are basic international human rights instruments. This work item also covers presentations at symposia and seminars, round tables and other meetings in which government, employer (including MNEs) and worker representatives take part, for which some RBTC resources may be made available.

Research on multinational enterprises

80.42. In order to provide a well-documented basis for policy formulation at the national level, research will continue to be carried out into the labour and social activities of MNEs. This work will include the ILO contribution to the Fifth (1993) Survey by UNCTC on "Transnational corporations in world development". Available evidence suggests that MNE investment, especially in developing countries, is growing faster in services than manufacturing. This will have a number of important ramifications on employment levels and conditions of work. Consequently the case studies on MNEs which were begun in 1991 will be completed and the results summarising the main findings will be published in a synthesis report. Various ILO constituents have expressed concern over the pace of the current wave of mergers and acquisitions. Preliminary evidence which is available for various sectors (food and drink, banks, publishing) will be thoroughly examined and analysed with respect to the social and labour consequences. Since MNE presence in export processing zones (EPZs) or special economic zones is the largest source of new employment in developing countries, another look will have to be taken at this phenomenon, which will also enable a closer examination to be made of the problems of the women workers who make up the majority of the workforce in these zones. The Multinational Enterprises Programme Working Paper series will also be continued and used to examine emerging issues, such as MNE investment in Central and Eastern Europe. Industrial Committees and tripartite technical meetings routinely request specific sectoral studies on MNEs and this work item responds to these requests through the provision of brief contributions to the reports prepared for the meetings.

Liaison with international organisations

80.43. Liaison and co-operation will be pursued more closely with a number of international organisations which have work programmes related to MNE activities, including the United Nations Centre on Transnational Corporations (UNCTC) and the OECD. Both organisations have instruments on multinationals. The OECD Guidelines have been widely used as a point of reference in the past and it is expected that the same will be true of the UN Code on Transnational Corporations. Contributions will be made to UNCTC publications and the conduct of joint UNCTC/OECD/ILO workshops and round tables. Moreover, at the 1990 Session of the UN Commission on Transnational Corporations, the Centre was requested to undertake a work programme on transnational corporations and the environment. The ILO will be associated in this work to the extent that it falls within its mandate. In view of the economic integration of Europe as of 1992 and the pioneering work that the EC has embarked upon in areas in which the ILO has a direct interest (as well as developments that could well influence Eastern European countries), a closer working relationship needs to be established and maintained with these organisations. Similarly, relationships will have to be expanded with the United Nations Centre for Regional Development (UNCRD), CARICOM, ASEAN and other regional and subregional groupings concerned with MNE activities.

Major Programme 80. Industrial Relations and Labour Administration

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
80.1. DEPARTMENTAL MANAGEMENT										
TECHNICAL CO-OPERATION	-	-	-	438,360	438,360	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	3/00	429,972	23,954	453,926	-	-	-	-	-
1992-93 TOTALS	**2/00**	**3/00**	**429,972**	**462,314**	**892,286**	-	-	-	-	-
1990-91 TOTALS	**2/00**	**3/00**	**429,972**	**614,929**	**1,044,901**	-	-	-	-	-
80.2. LABOUR LAW AND LABOUR RELATIONS										
COLLECTIVE BARGAINING AND LABOUR DISPUTES SETTLEMENT	5/08	-	575,688	48,500	624,188	0/03	-	25,398	-	25,398
WORKERS'PARTICIPATION AND PERSONNEL POLICIES	3/0.	-	364,038	39,500	403,538	0/02	-	16,932	-	16,932
LABOUR LEGISLATION AND INDIVIDUAL EMPLOYMENT RELATIONSHIPS	7/08	1/00	834,564	112,500	947,064	0/04	-	33,864	-	33,864
REMUNERATION	6/11	-	702,678	92,500	795,178	0/03	-	25,398	-	25,398
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	1,664 000	1,664,000
PROGRAMME MANAGEMENT AND SUPPORT	2/06	12/00	922,284	-	922,284	-	-	-	-	-
1992-93 TOTALS	**26/04**	**13/00**	**3,399,252**	**293,000**	**3,692,252**	**1/00**	-	**101,592**	**1,664,000**	**1,765 592**
1990-91 TOTALS	**28/07**	**12/00**	**3,572,142**	**360,879**	**3,933,021**	**1/08**	**0/01**	**173,961**	**2,150,000**	**2,323,961**
80.3. LABOUR ADMINISTRATION										
DEVELOPMENT OF LABOUR ADMINISTRATION	3/00	-	304,776	27,500	332,276	0/01	0/10	54,876	1,605	56,481
LABOUR INSPECTION	4/08	-	474,096	50,500	524,596	0/01	0/10	54,876	1,000	55,876
ORGANISATION AND FUNCTIONING OF NATIONAL EMPLOYMENT SERVICES	2/11	-	296,310	22,657	318,967	0/01	0/10	54,876	1,000	55,876
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	4,646,000	4,646,000
PROGRAMME MANAGEMENT AND SUPPORT	2/00	7/06	620,874	-	620,874	-	-	-	-	-
1992-93 TOTALS	**12/07**	**7/06**	**1,696,056**	**100,657**	**1,796,713**	**0/03**	**2/06**	**164,628**	**4,649,605**	**4,814,233**
1990-91 TOTALS	**13/03**	**7/06**	**1,763,784**	**103,495**	**1,867,279**	**0/04**	**2/03**	**159,171**	**4,403,388**	**4,562,559**
80.4. MULTINATIONAL ENTERPRISES										
FOLLOW-UP TO THE TRIPARTITE DECLARATION	1/09	1/02	242,760	3,000	245,760	-	-	-	-	-
PROMOTION OF THE DECLARATION	2/02	0/08	264,392	9,722	274,114	-	-	-	-	-
RESEARCH ON MULTINATIONAL ENTERPRISES	2/00	1/03	272,799	102,842	375,641	-	-	-	-	-
LIAISON WITH INTERNATIONAL ORGANISATIONS	0/06	0/05	74,001	7,000	81,001	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	0/05	0/03	56,253	3,088	59,341	-	-	-	-	-
1992-93 TOTALS	**6/10**	**3/09**	**910,205**	**125,652**	**1,035,857**	-	-	-	-	-
1990-91 TOTALS	**7/00**	**4/00**	**933,912**	**162,990**	**1,096,902**	-	-	-	-	-

Major Programme 90. Working Conditions and Environment

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
90.10	DEPARTMENTAL MANAGEMENT	4/00	4/00	688,848	1,020,880	1,709,728
90.20	OCCUPATIONAL SAFETY AND HEALTH	37/08	29/00	5,441,700	522,106	5,963,806
90.30	CONDITIONS OF WORK AND WELFARE FACILITIES	22/04	13/00	2,992,884	424,390	3,417,274
1992-93	**TOTALS**					
	REGULAR BUDGET	64/00	46/00	9,123,432	1,967,376	11,090,808
	OTHER SOURCES	2/00	0/05	226,389	11,023,571	11,249,960
1990-91	**TOTALS**					
	REGULAR BUDGET	68/08	46/06	9,654,448	2,484,666	12,139,114
	OTHER SOURCES	1/00	1/00	157,284	4,945,000	5,102,284

90.1. The general objective of this major programme, as reaffirmed in a resolution adopted by the Conference in 1984, is the improvement of working conditions and environment and the well-being of workers. ILO action in this field is guided by the following principles:

a) work should take place in a safe and healthy environment;

b) conditions of work should be consistent with workers' well-being and human dignity;

c) work should offer real possibilities for personal achievement, self-fulfilment and service to society.

90.2. This major programme has two major components: first, occupational safety and health, and second, conditions of work and welfare facilities. Activities in these fields, notably technical co-operation activities, are known as the International Programme for the Improvement of Working Conditions and Environment or PIACT.

90.3. The activities that are planned for the biennium 1992-93 focus on the application of the many international labour standards on occupational safety and health and conditions of work, in particular those adopted in recent years. They include the development of proposals for new standards where urgent problems are not covered by international labour standards or where existing standards are outdated, and direct responses to specific calls for action by the International Labour Conference, regional conferences and Industrial and analogous Committees. ILO standards will be linked with action-oriented projects designed to meet real needs, such as the control of chemical hazards and basic workplace safety. A special effort has been made to reflect the global nature of problems related to working conditions and environment, and their effects on the general environment. At the national level, strong emphasis will be placed on upgrading the capacity to implement standards and facilitating tripartite participation. At the international level, co-operation with other organisations will be reinforced to optimise the use of resources.

90.4. Key work items include the development of a harmonised system for the classification and labelling of hazardous chemicals within the UNEP/WHO/ILO International Programme on Chemical Safety (IPCS). Several activities concern the protection of workers from particularly severe hazards, such as hazardous chemicals, noise and radiation, and the protection of workers employed in transport, in remote areas and in the dismantling of nuclear power stations. Work will also begin on new standards for the mining sector. Other activities will address certain new and complex problems such as the increase in work-related diseases, threats to workers' privacy, the difficulties arising out of the application of new technology, and developments in the field of work organisation and working time, including the role of collective bargaining. Emphasis will continue to be placed on vulnerable categories of workers, such as child workers, homeworkers, workers in small and medium-sized enterprises, workers in the urban informal sector and older workers. The collection and dissemination of information will continue to be an important means of action and a major work item will be the preparation of the fourth edition of the *Encyclopaedia of Occupational Health and Safety*.

90.5. Provision is also made for technical advisory services to respond to requests made by member States in relation to the formulation and implementation of national safety and health policies and programmes, the arrangement of working time, the setting up of welfare facilities and the abolition of child labour. Technical advice will be provided jointly with the WHO, UNEP and a number of non-governmental organisations on the programming and evaluation of environment-related activities. Assistance will be given to national and regional training programmes set up by employers' and workers' organisations and government institutions.

90.6. In the dissemination of information, emphasis will be placed on ILO standards and policies relating to safety and health and conditions of work. Practical information will be provided in specific technical areas such as legislation, chemical data sheets and basic workplace specifications. The International Occupational Safety and Health Information Centre (CIS) will focus on the provision of practical information and work will start on harmonising the classification of chemicals.

90.7. Resources for all the technical programmes are considerably lower than in the previous biennium, for reasons explained in the Introduction. For this major programme the decrease amounts to some $1,048,000, which results from reductions in staffing levels of 4/08 Professional work-years, and 0/06 General Service work-year, $72,100 in other costs and $330,460 in RBTC resources. In addition the direct costs of the four meetings provided for in 1992-93, are $143,800 lower than the costs of the four meetings included in the Programme and Budget for 1990-91. The overall reduction of resources should be seen in conjunction with the intention to have this major programme collaborate in several work items under two of the three interdepartmental projects (equality for women workers and the elimination of child labour).

90.1. Departmental management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	4/00
GENERAL SERVICE WORK-YEARS	4/00
NON-STAFF COSTS EXCLUDING RBTC	$29,500
RB TECHNICAL CO-OPERATION (RBTC)	$991,380
TOTAL	**$1,709,728**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	0/03
GENERAL SERVICE WORK-YEARS	0/05
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$48,603**
TECHNICAL CO-OPERATION	-

90.8. Resources are provided for a director of department and support staff. The latter will assist in carrying out the normal departmental management and programming functions and will provide servicing and support for PIACT technical co-operation activities (including co-ordination with other major programmes).

Technical co-operation

90.9. An amount of $991,380 is provided for RBTC activities. Emphasis will be placed in these activities on promoting the implementation of ILO standards. Special subregional tripartite workshops to promote the standards on working conditions and environment that have been adopted over the past 20 years will be organised in collaboration with major programme 50 (International labour standards and human rights). Assistance will also be provided in the design and implementation of national programmes to improve working conditions and environment, and to strengthen institutional arrangements and the involvement of employers and workers and their organisations.

90.10. As in the previous biennium, extra-budgetary resources for technical co-operation activities are shown under the programmes which assume main responsibility for them.

90.2. Occupational safety and health

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	37/08
GENERAL SERVICE WORK-YEARS	29/00
NON-STAFF COSTS EXCLUDING RBTC	$522,106
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$5,963,806**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	1/06
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	$15,571
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$167,959**
TECHNICAL CO-OPERATION	$9,200,000

90.11. The objective of this programme is to promote and support efforts at the international, regional and national levels to reduce occupational accidents and work-related diseases and improve the working environment.

90.12. The priorities set out in the Medium-Term Plan 1990-95 in the field of occupational health and safety will continue to be followed closely. There is a need for urgent action: world-wide there are 200,000 fatal accidents, 120 million work-related injuries and a similarly high number of work-related diseases every year. Priorities include strengthening national policies and institutions and encouraging specific preventive measures and improvements, with particular emphasis on hazardous sectors or types of activity. Emphasis will be placed on safety in mines and transport, the management of chemical hazards and the prevention of the most widespread work-related diseases. Work on harmonising the classification of chemicals and workplace specifications will stress basic safety and health practices, while new activities will be undertaken on work in remote areas, the dismantling of nuclear power plants and the recording and notification of occupational accidents and diseases. Particular attention will also be given to inter-agency co-operation in the fields of chemical safety, radiation protection and the prevention of work-related diseases.

90.13. A special effort will be made to provide practical guidance on improvements that can be readily put into effect and emphasis will be placed on safety and health problems that are widespread and severe, such as the occupational injury risks in transport, noise-induced impairments, occupational lung diseases and chemical hazards. Since well-managed safety and health programmes at the workplace can make an important contribution to the protection of the general environment, a more integrated approach to the working and general environments will be promoted. Training materials will be designed to meet the practical needs of employers and workers and their organisations in promoting action-oriented programmes. The application of the basic principles set out in international labour standards will also be promoted and particular importance will continue to be attached to the dissemination of ready-to-use information for policy-makers, inspectors, managers, safety and health personnel, workers' representatives and trainers, through the International Occupational Safety and Health Information Centre (CIS) and the *Encyclopaedia of Occupational Health and Safety*. The possibility will be explored of adopting new standards, particularly to cover mining and other hazardous occupations.

Policies for occupational safety and health

90.14. The objective of this subprogramme is to encourage and help member States establish and implement occupational safety and health policies and programmes in all economic sectors.

Data on occupational accidents and diseases

90.15. The collection of reliable data on occupational accidents and diseases is essential for the planning of national and enterprise policies and programmes. The notification of accidents and diseases is important both because it initiates the administrative injury compensation procedure, and because it helps to develop targeted prevention programmes. However, records of occupational accidents and diseases are kept with varying degrees of completeness. Within a given country, there may be differences from sector to sector and even between enterprises within a particular sector. Such disparities make it difficult to identify hazardous occupations, operations or situations and to set priorities for measures to prevent accidents and diseases at work. At international and regional conferences, participants often complain that data on accidents and diseases are not comparable. A draft code of practice will therefore be prepared on the recording and notification of occupational accidents and diseases and will be submitted to a meeting of experts to be held in the biennium 1994-95. The code of practice will give guidance on uniform practices, at both national and enterprise levels, for the collection of information on the incidence and causes of occupational accidents and diseases and on the use of the information that has been gathered. It will set out procedures for recording and notifying occupational accidents and diseases and indicate how the results can be used to elaborate prevention policies and programmes. This work will be undertaken in co-operation with major programme 110 (Social security) and programme 120.3 (Statistics).

International Programme on Chemical Safety

90.16. While the production of chemicals has become safer, their increasing use is causing concern for the health of workers and the quality of the environment. In the discussion of the Director-General's Report to the 77th Session of the International Labour Conference (1990), entitled *Environment and the World of Work*, emphasis was placed on the need to handle chemical hazards at work in a manner that preserves the health and safety of workers and the quality of the environment. The UNEP/ILO/WHO International Programme on Chemical Safety (IPCS) will support national programmes designed to ensure that the hazardous substances used in industry and agriculture are handled in a manner responsive to the need to protect workers' health and the environment. Within the IPCS, the ILO will promote the principles contained in its standards on safety in the use of chemicals at work. It will also provide training and information on methods of dealing with chemical risks at the workplace that take into account environmental considerations.

Working conditions in mines

90.17. The growing demand for energy and raw materials has led to the extension of mining operations, notably in the developing countries, with serious implications for miners' safety and health. The working conditions in a large number of small and medium-sized mines using traditional methods are unsafe. In many countries, the mining industry has one of the highest fatal and serious accident rates, yet there are no ILO standards dealing specifically with the safety and health of miners. A survey will be prepared on working conditions in underground and open-cast mines in order to assess safety and health conditions, working time, welfare facilities, rescue operations and implications for the environment. The survey will describe the most important structures for preventive action and, together with the two recent codes of practice on safety and health in coal mines and in open-cast mines, will serve as a basis for the submission of proposals to the Governing Body with a view to including an item on working conditions in mines on the agenda of a future session of the Conference. This work will be carried out in consultation with programme 90.3 (Conditions of work and welfare facilities).

Occupational accidents

90.18. The objective of this subprogramme is to reduce occupational accidents and injuries, with particular emphasis on the reduction or elimination of occupational hazards through engineering controls.

Meeting of Experts on Safety in the Use of Chemicals at Work

90.19. The provisions of the Chemicals Convention (No. 170) and Recommendation (No. 177), 1990 will facilitate national action to ensure the safe use of chemicals in all sectors of economic activity. The Programme and Budget for the biennium 1990-91 provided for the preparation of a draft code of practice on safety in the use of chemicals at work, to complement the provisions of these instruments. The draft code will be submitted for review and approval to a meeting of experts to be held in Geneva for nine calendar days, with the participation of 21 experts nominated by the Governing Body ($82,500). The code will provide practical guidance for the formulation of legislation and the development of national institutions to deal with chemical hazards in a manner consistent with the requirements of the new standards. It will also be used in training and technical co-operation activities.

Noise reduction in industry

90.20. Noise emitted as a result of industrial activities may have detrimental effects on the health of workers and the public. There is growing concern about the need to reduce noise at the workplace so as to benefit workers and lower environmental noise levels. However, several member States which have ratified the Working Environment (Air Pollution, Noise and Vibration) Convention, 1977 (No. 148), have done so with respect to air pollution, but not noise. The guide-lines in the ILO code of practice on the protection of workers against noise and vibration in the working environment, published in 1977, do not include detailed technical methods to reduce noise. A compilation of practical measures for the reduction of the noise emitted by machinery and equipment will therefore be prepared for use in industry and offices. It will provide concrete guidance on effective noise reduction measures for the designers of new machinery and for enterprises where existing equipment needs alteration. It will promote the implementation of Convention No. 148 and serve as a training aid in technical co-operation activities. The work will be carried out in co-operation with several CIS national centres.

Workers in remote areas

90.21. Work in remote areas, such as on fixed offshore installations or in extreme climatic zones, is often carried out in difficult conditions that affect the safety and health of workers. Many suffer from stress due to isolation, harsh environmental conditions and lack of appropriate support for safety and health measures. It appears from recent major accidents that the organisation of safety measures to avoid industrial disasters and to evacuate workers in emergency situations is often inadequate. The safety and health problems of workers in remote areas and the organisational measures foreseen to deal with unexpected events will therefore be assessed in a study that will focus on practical measures to mitigate the difficulties experienced by such staff at work and the consequences of major accidents or other emergencies. Special attention will be paid to the impact of the measures on environmental protection. This work will be carried out jointly with programme 90.3 (Conditions of work and welfare facilities) and in consultation with major programme 110 (Social security).

Occupational safety in transport-related accidents

90.22. In both industrialised and developing countries, transport-related accidents inside or outside the work premises account for between 30 and 50 per cent of all occupational accidents. Such accidents often result in severe or fatal injuries to workers and may damage the environment when dangerous goods are involved. The rapid increase in the volume of international transport and in unsafe traffic conditions affects many workers and urgent action is needed. A number of countries give a high priority to the assessment and prevention of occupational accidents related to transport. Employers can take positive measures to prevent transport accidents within their enterprises and also to promote occupational safety in traffic. An assessment will be made of the causes of serious occupational accidents in road traffic and in transport within the enterprise, although commuting accidents will be excluded. The output will be a practical guide on safety requirements for workers engaged in transport or otherwise using vehicles in the course of their work which will identify a series of practical preventive measures that lie within the responsibility of enterprises. It will provide guidance for governments and industry on the effective organisation of enterprise-level traffic safety programmes. It will also cover: the design, operation and maintenance of vehicles; work schedules; occupational stress; ergonomic and micro-environmental factors; and the participation of employers and workers in preventive action. This work will be carried out in consultation with programme 90.3 (Conditions of work and welfare facilities).

Work-related diseases

90.23. The objective of this subprogramme is to promote the identification, prevention and control of work-related diseases in member States, with particular emphasis on activities to eliminate the exposure of workers to hazardous materials and chemicals and unhealthy working conditions.

International symposium on work-related diseases

90.24. Many workers, notably those who are engaged in industrial operations or who use new technologies such as visual display units, experience health impairments such as cumulative traumatic disorders and stress-induced illnesses. These complaints are often a result of multiple factors related to both work and private life. It is proposed to organise an international symposium on the recognition and prevention of work-related diseases. Particular attention will be paid to pain in the lower back, neck and arms, cardiovascular diseases, digestive and respiratory disorders, mental and psychological troubles and reproductive hazards. The symposium will consider the development of strategies and programmes to initiate national and enterprise-level preventive action. It will provide a forum for the exchange of ideas and experience and is intended to increase awareness and result in the development of improved programmes in this field. This activity responds to the resolution concerning occupational safety and health adopted by the Fourth European Regional Conference in 1987, and will be carried out jointly with a national host institution, in co-operation with the WHO, the International Social Security Association and the International Commission on Occupational Health. Provision is made for the technical preparatory work and proceedings. The cost of attending the symposium will be borne by the participants themselves.

Occupational lung diseases

90.25. Occupational lung diseases are one of the largest categories of work-related diseases all over the world. To improve the prevention of such diseases, widespread awareness of the magnitude of their incidence and their severity is needed and expertise and resources have to be mobilised in order to develop practical action programmes. The Eighth International Conference on Occupational Lung Diseases will be organised in Prague in September 1992 jointly with the Federal Ministry of Labour and Social Affairs of the Czech and Slovak Federal Republic. Seven International Pneumoconioses Conferences have been held since 1930. The new title follows suggestions made at the last Conference and reflects developments in this field. The Conference will provide a forum for the exchange of scientific information on occupational lung diseases in all occupations and on hazards resulting from exposure to dust and to chemicals, mineral and organic fibres and other agents. The Conference is expected to last five days. The cost of attendance will be borne by the participants themselves. Provision is made for the technical preparatory work and the organisation of the Conference. The Conference and its follow-up activities will help promote the use for training purposes of the ILO Classification of Radiographs of Pneumoconioses, which was revised during the biennium 1990-91.

Eleventh Session of the Joint ILO/WHO Committee on Occupational Health

90.26. Since 1950, the Joint ILO/WHO Committee on Occupational Health has met ten times to consider subjects such as education and training in occupational health, psycho-social factors at work and the epidemiology of occupational and other work-related accidents and diseases. After consultation with the WHO, it is now proposed to change the structure of the Committee, which will henceforth act as an advisory body on co-operation between the two organisations, to enhance complementarity between their programmes of work and to sharpen their focus on the priority needs of their constituents. It is proposed to establish a committee consisting of 12 members, six of whom will be appointed by each organisation for a period of six years. The Eleventh Session of the Committee, to be held in 1992, will last three calendar days. Provision is made for the travel expenses of six participants from the ILO's tripartite constituency ($20,000) and for the work to prepare and service the meeting.

Radiation protection

90.27. New evaluations of the effects of radiation have demonstrated the need for more stringent radiation protection in various occupations. The 1982 IAEA/ILO/WHO/NEA-OECD Basic Safety Standards for Radiation Protection will be revised in co-operation with the other agencies to reflect new scientific findings and the recommendations of the International Commission on Radiological Protection (ICRP). The ILO will ensure that employers' and workers' representatives participate in the revision. Provision is also made to continue co-operation with the IAEA and the WHO in the fields of radiation protection for workers, responses to accidents and advisory services on the implementation of radiation protection programmes at the enterprise level.

Encyclopaedia of Occupational Health and Safety

90.28. The *Encyclopaedia of Occupational Health and Safety* is one of the most widely used and effective ILO tools for the protection of workers. It provides systematic, easily understood information on occupational hazards and preventive measures. The third edition, published in 1983, has become the standard reference book on safety and health. The presentation of practical information in an easily accessible form assists the implementation of the general principles set by ILO standards and the organisation of training at various levels. The revision of the Encyclopaedia, which was commenced in the biennium 1990-91, will be continued. The activities undertaken in 1990-91 include redesigning the book to make it still more useful for training applications, identifying the contents and authors, making arrangements for commissioning contributions and commencing the technical editing. Work during the biennium 1992-93 will include the technical editing of the draft articles contributed by experts from many countries. The fourth edition will be completed during the biennium 1994-95 and published in 1996.

Working environment and ergonomics

90.29. The objective of this subprogramme is to devise and encourage the application of measures aimed at promoting the adaptation of the working environment to the physical, mental and social needs of workers.

Safety and Health Hazard Alert System

90.30. The International Occupational Safety and Health Hazard Alert System was established to disseminate information on specific newly-discovered hazards and on the application of new scientific findings. The System operates with the participation of agencies in 100 member States. The results of inquiries are transmitted to the focal points for use by governments and industry. The Occupational Safety and Health Recommendation, 1981 (No. 164), and the Occupational Health Services Recommendation, 1985 (No. 171), suggest that the competent authorities in each country work with the Hazard Alert System. The work of the System also responds to resolutions adopted by several recent ILO meetings and conferences, including the Fourth European Regional Conference (1987) and the Tenth Session of the Chemical Industries Committee (1988). The annual meetings of CIS national centres and various PIACT technical seminars on safety and health in member States in the developing regions will be used to improve awareness of the System. Its use will also be promoted through the safety and health technical co-operation programme.

Thirteenth World Congress on Occupational Safety and Health

90.31. Provision is made for a contribution to the technical preparation of the ILO/ISSA Thirteenth World Congress on Occupational Safety and Health, to be held in India in 1993. The meeting will be attended by some 2,000 participants and will provide a unique forum for an international exchange of achievements and experience in occupational safety and health. The ILO will assist the host institution, which, for the first time, will be in a developing country. It will, in particular, contribute to the elaboration of the Congress' programme, the assessment of the technical papers that are to be presented, the organisation of the work sessions and the promotion of participation in the Congress. Travel grants will be provided to enable occupational safety and health specialists from government services and employers' and workers' organisations in developing countries to participate in the Congress and exchange views on international co-operation.

Dismantling of nuclear power plants

90.32. Up to now about 65 nuclear reactors have been taken out of commission world-wide. In the next ten years, it is envisaged that over 300 nuclear power stations and reactors may have to be decommissioned. The dismantling of these decommissioned nuclear reactors will involve, in addition to experienced professionals, many groups of workers who have no experience of any of the hazardous operations involved. These operations need to be planned to ensure the protection of workers and of the environment. A study will therefore be carried out on safety requirements in dismantling nuclear power stations. Based on the information that is collected, guide-lines will be developed, in co-operation with the IAEA and the WHO, for governments, industry and trade unions.

Workplace specifications

90.33. The Office receives many requests for information on standards and guide-lines regarding minimum requirements at the workplace. Indeed, basic technical, hygienic and welfare standards are necessary for good productivity levels and working conditions. These standards concern workroom and passage space, lighting, ventilation, air quality, noise, vibration, radiation, the physical lay-out of workstations, the guarding of machines and vehicles, the organisation of premises, rest and sanitary facilities, and other welfare facilities. A draft code of practice on workplace specifications will therefore be prepared to provide practical guidance to managers, workers and those engaged in designing and supervising workplaces. The draft code may be submitted to a tripartite meeting of experts in a subsequent biennium. The work will be carried out in consultation with programme 90.3 (Conditions of work and welfare facilities).

Tripartite Advisory Meeting on Environment and the World of Work

90.34. The United Nations Conference on Environment and Development will take place in Brazil in June 1992. The conclusions and recommendations adopted by the Conference will no doubt have implications for the work of the ILO. In response to the resolution concerning environment, development, employment and the role of the ILO, adopted by the International Labour Conference in 1990, a tripartite advisory meeting will be convened late in 1992 in order to advise the ILO of activities in its own field of competence to follow up the UN Conference. The meeting, which will be held in Geneva for three days, will be attended by 24 participants nominated by the Governing Body ($68,000).

International Occupational Safety and Health Information Centre (CIS)

90.35. The objective of the CIS is to facilitate the international exchange of information on law, practice and training activities in the field of safety and health. Current areas of priority interest include chemical safety and worksite safety measures.

90.36. The effective dissemination of safety and health information requires the systematic and continued collection and processing of the knowledge and experience that is available throughout the world. The flow of information is maintained through joint action by the CIS and its network of 60 national centres, about half of which are in developing countries. The multilingual documentation services provided cover safety and health legislation, chemical information, practical preventive measures, training materials, and guides and reports on priority areas of safety and health. Such information is often useful for protecting the general environment as well as the working environment.

Collection and dissemination of priority information

90.37. The ILO-CIS Bulletin, *Safety and Health at Work*, a bilingual publication, is the main instrument for the dissemination of information and will continue to be produced on a bi-monthly basis. It covers laws, regulations and directives, chemical safety information, practical worksite measures, training materials and priority fields in safety and health. Specific information is provided on hazardous industries such as agriculture, forestry, construction and mining, and on particular problems such as electromagnetic radiation, noise, carcinogenic substances, reproductive hazards, ergonomics, stress and industrial disaster prevention (major hazard control). Subscribers include governments, national safety and health institutions, industrial establishments, employers' and workers' organisations, social security institutions and individual users. In addition, information from the CIS database is available to ILO constituents on-line. The 60 CIS national centres multiply the effectiveness of CIS action. Some translate the Bulletin into other languages, such as Spanish, Russian and Serbo-Croat. Furthermore, the CIS will broaden its inquiry service so as to act increasingly as a clearing-house. Contact with national safety and health institutions and employers' and workers' organisations will be reinforced. Searches in reply to information requests will be extended to the databases produced by CIS national centres. Special information packages, including practical and ready-to-use information on specific workplace hazards and their prevention, will be produced. Information will also be made available for the revision of the ILO *Encyclopaedia of Occupational Health and Safety*.

Chemical safety data sheets

90.38. Chemical safety data sheets provide information that is essential for the reduction of the number of chemical accidents and related occupational diseases. Their use also contributes to the prevention of spills, leaks, accidental releases into the general environment, the safe disposal of wastes and the effective organisation of emergency measures. A number of countries are already required by law to use chemical safety data sheets, as provided for in the Chemicals Convention, 1990 (No. 170). Each sheet, which is easy to use, identifies a hazardous substance, its manufacturer or importer, lists the risks involved and indicates the precautions to be taken. The CIS compiles all the data sheets that are available to the public in a special collection, the International Registry of Chemical Safety Information Sheets, which now contains more than 80,000 items. A new directory of the chemical safety data sheets that are available will be issued. A special effort will be made to distribute the sheets in developing countries. CIS national centres will be encouraged to translate key information sheets into national languages.

Information on safety and health legislation

90.39. The restructured CIS activities have resulted in an extensive collection of information on laws, regulations, directives and compulsory standards related to occupational safety and health. The part of the CIS database that is devoted to legislation will continue to be expanded in order to offer governments, industries and employers' and workers' organisations easier access to up-to-date information on existing safety and health legislation. This will be of particular interest to countries which need legislative information on specific safety and health subjects or which wish to compare their statutory provisions with those of other ILO member States. Legislation concerning specific subjects of current interest, such as new technologies, occupational diseases for which compensation is payable, hazardous substances, carcinogenic agents and specific electromagnetic radiation will also be given high priority. The work will be carried out in co-ordination with other legislative databases, especially programme 50.5 (Legislative information) and the International Labour Information System (ILIS).

Training materials and institutions

90.40. In response to growing demand, the CIS collection of training manuals, modules and audiovisual materials will be enlarged. Particular attention will be paid to providing practical information on specific hazards and sectors, such as the use of chemical substances in agriculture and hazards in the construction industry. This will help governments and employers' and workers' organisations to develop long-term action-oriented training programmes. A special new database on major national training and educational institutions will provide detailed information on their activities in the field of occupational safety and health.

Worksite information sheets

90.41. In view of the particular importance, especially in developing countries, of practical information on measures that can be taken at the workplace to meet safety and health needs, worksite safety and health information sheets will be developed. They will contain practical advice on how to avoid hazards related to machinery, technical equipment and hazardous processes or work methods. They will be designed to give very practical assistance to all those involved with safety at the workplace, such as employers' and workers' representatives, inspectors, engineers and safety practitioners. They will be supplied through the CIS national centres and will also be used in technical co-operation activities. Translation into local languages will be encouraged.

Classification of hazardous chemicals

90.42. The annual production and use of chemicals, which is currently estimated at 400 million tonnes, is increasing rapidly. Concern is being expressed throughout the world about the impact of chemical hazards on workers and on the quality of the environment. The 1989 Conference resolution concerning the harmonisation of systems of classification and labelling for the use of hazardous chemicals at work and the Chemicals Convention (No. 170) and Recommendation (No. 177), 1990, give the ILO a leading role in the harmonisation of systems of classification for the use of hazardous chemicals at work. The new instruments require national criteria and systems to be established for the classification of chemicals according to their intrinsic hazards. The ILO's role is to promote the harmonisation of systems of classification in a manner that contributes to safety in the use of chemicals while remaining consistent with international trade. The ILO's work in this field will help to eliminate contradictions between different systems, avoid duplication of effort and reduce the unnecessary use of animals for laboratory testing. In response to the 1989 resolution, the Office has started to review existing national, regional and international classification systems. Criteria for an international system of classification will be prepared within the framework of the UNEP/WHO/ILO International Programme on Chemical Safety (IPCS). Proposals will then be made for the harmonisation of the classes used to rank the hazards of chemicals. This work will be carried out in co-operation with the European Communities, the OECD, the United Nations Committee of Experts on the Transport of Dangerous Goods and various national and international institutions.

Technical co-operation

90.43. Regular budget technical co-operation resources, shown under programme 90.1 (Departmental management), will be provided for the International Programme for the Improvement of Working Conditions and Environment (PIACT) and will continue to be used to promote the implementation of international standards with a view to strengthening legislation, institutions and training and information capabilities in preparation for further ratifications of international labour Conventions. The major themes of the work will be construction, mining, chemical safety, major hazard control, specific accident prevention techniques and the prevention of work-related diseases.

90.44. About $9.2 million in extra-budgetary resources are expected to be available to implement around 25 technical co-operation projects; the corresponding figures in the biennium 1990-91 were $3.9 million for 20 projects. In financial terms more than three-quarters of the funds will be provided by multi-bilateral sources, although, because of the differences in project size, the number of projects will be split almost equally between UNDP and multi-bilateral funding. Several projects will focus on specific sectors or specialised problems such as safety and health in mining and in the use of chemicals. Growing interest at national level in the establishment and operation of major hazard control systems is expected to lead to several projects. A large African regional project will aim at improving the capacity of the governments concerned to collect and disseminate practical information on safety and health and to provide training in this field. A regional project for Asia will strengthen the national information gathering and dissemination infrastructure of participating member States, improve enforcement practices and advisory services, set up training systems for safety and health specialists, employers and workers and reinforce the national and regional exchange of practical safety and health information.

90.3. Conditions of Work and Welfare Facilities

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	22/04
GENERAL SERVICE WORK-YEARS	13/00
NON-STAFF COSTS EXCLUDING RBTC	$424,390
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$3,417,274**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	0/03
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	$8,000
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$33,398**
TECHNICAL CO-OPERATION	$1,800,000

90.45. The objective of this programme is to promote essential minimum protection and progressive improvements in conditions of work and work-related welfare facilities.

90.46. The activities planned for the biennium 1992-93 continue to follow the priorities established in the ILO Medium-term Plan 1990-95. These are: first, to establish a firmer factual basis for discussion and decision on controversial issues such as working time; secondly, to lay a foundation for fresh international guidance where existing ILO standards are manifestly out of date; and thirdly, to promote action in fields where improvements would benefit both workers and enterprises. In the activities covered by this programme, emphasis will be given to: international standards and guidance; the development of technical co-operation activities; and the provision of information and advice.

90.47. This programme will be concerned with the implementation of several activities under major programme 140 (Interdepartmental projects) relating to equality for women workers and the elimination of child labour. The programme structure has been streamlined by merging the previous subprogrammes on working time and work organisation.

Policies for the improvement of conditions of work and welfare facilities

90.48. The objective of this subprogramme is to encourage and assist member States to establish and implement effective policies and programmes for the improvement of conditions of work and welfare facilities.

Clearing-house on conditions of work

90.49. Governments, employers, trade unions and others use information from the ILO in the development of legislation, collective bargaining and shop-floor action on conditions of work. The conclusions concerning future action in the field of working conditions and environment adopted by the Conference in 1984 and the Medium-Term Plan 1990-95 emphasise the importance of the dissemination and exchange of information in this field. The main instrument for this work is the Clearing-house on conditions of work. Its database and networking capabilities will be strengthened and its outputs will focus on matters of immediate interest to its tripartite audience. Three main outputs would be produced. First, the *Conditions of Work Digest* will continue to provide in-depth, factual information on legislation, collective bargaining, action programmes, and international labour standards. Secondly, the existing legislative fact sheets will be updated and included in a computerised database. Finally, to expand the Clearing-house's sources of information and to promote information exchange, a third edition of *Conditions of Work and Quality of Working Life: A Directory of Institutions* will be prepared (earlier editions were in 1981 and 1986). The work of the Clearing-house will be carried out within the framework of the International Labour Information System (ILIS) and in collaboration with major programme 120 (Labour information and statistics) and programme 50.5 (Legislative information).

Working conditions and productivity

90.50. Workers in small and medium-sized industrial enterprises constitute the majority of industrial workers in many countries. Their conditions of work are frequently poor and they are inadequately covered by conventional methods of protection. Recent ILO work has demonstrated the effectiveness of a new approach based on voluntary action programmes in the private sector which emphasise the relationship between efficiency and working conditions. Several technical co-operation projects were started up in 1990-91 using methods developed by the ILO and the potential for technical co-operation will be expanded through work on several key ways of extending project scope and effectiveness. In particular, modules will be prepared for use in entrepreneurship development programmes and in training activities carried out by employers' organisations. They will be developed in co-operation with major programmes 60 (Employment and development) and 225 (Employers' activities) and programme 70.2 (Management development). Work commenced in the biennium 1990-91 on workers' involvement in labour inspection and the training of labour inspectors will be continued in co-operation with programmes 80.3 (Labour administration) and 230.3 (Workers' education) and more detailed training materials will be developed and tested. Systems will be designed for the targeted dissemination of information on low-cost improvements for use by specific industries, groups of enterprises, training programmes and trade unions. Systematic evidence of the benefits of improved working conditions and productivity will be gathered and used to promote awareness of the advantages of taking action in this area. All of this work, which shows a clear link between technical co-operation and international labour standards, will be carried out in close collaboration with programme 90.2 (Occupational safety and health) and the Turin Centre.

Protection of workers' privacy

90.51. A variety of practices have been challenged as violations of workers' privacy, such as electronic monitoring and surveillance techniques and the intrusive testing of workers and jobseekers. Based on a survey of practices, policies, legislation and court decisions that is being carried out in the biennium 1990-91, a draft code of practice will be prepared on the protection of workers' personal data. It will contain principles and practical guidance for safeguarding the rights of workers and will cover forms of: monitoring, testing and other practices which raise privacy issues; requirements for advance notice and information disclosure; consultation and negotiation regarding personal data; the access of employees to personal data; types of data collected and the regulation of its collection; authorised and prohibited uses of data; enforcement of legal provisions; and workplace policies concerning personal data. The draft code will be submitted to member States for comment and to a tripartite meeting of experts to be held in the biennium 1994-95. This work will be carried out in consultation with major programme 50 (International labour standards and human rights), and programmes 80.2 (Labour law and labour relations) and 90.2 (Occupational safety and health).

Working time and work organisation

90.52. The objectives of this subprogramme are to protect workers against excessive hours of work and dangerously stressful jobs and to promote the adaptation of work schedules, work organisation and technologies to the needs and preferences of workers and the requirements of enterprises.

Meeting of Experts on Working Time

90.53. The Programme and Budget for the biennium 1990-91 provides for the preparation of a draft code of practice on working time, to be circulated to member States and then submitted to a tripartite meeting of experts in the biennium 1992-93. A Meeting of Experts on Working Time will therefore be held in order to revise and adopt the draft code of practice and to provide guidance on future ILO action in this field. The tripartite meeting to be held in Geneva in 1992, will last nine calendar days and will be attended by 21 participants appointed by the Governing Body ($82,500). The draft code will cover practical arrangements for shift work, night work, part-time work, weekend work, flexible or compressed schedules, hours averaging or annual hours schemes and other practices that offer advantages or pose problems for employers and workers. The meeting will also consider whether it would be possible to develop new international labour standards on hours of work that would meet with general approval and widespread ratification. This work will be carried out in consultation with programme 50.2 (Application of standards).

Information dissemination on working time issues

90.54. While many important questions in the field of working time will be covered by the code of practice, others require a separate response. Information, in the form of short, attractive documents intended for widespread distribution among governments, employers and trade unions will therefore be prepared on the most topical working time issues. While some of the topics will need to be specified closer to the time of preparation, they are likely to relate to the three following themes:

- the growth of part-time work, longer annual leave, shorter weekly hours and the calculation of working time on an annual basis have deprived government policy-makers, employers and trade unionists of a clear and comparable measure of the length of working time. ILO working time estimates that take into account the above factors and are based on national statistics, collective agreements and other sources will therefore be of immediate interest and use;
- the question of absence from work – this needs to be examined carefully from the standpoints of all three ILO constituents. Absence from work has important implications for policy and practice at both the national and enterprise level in terms of labour costs, motivation and the need for improved conditions of work;
- in several countries there are renewed pressures to extend operating hours in both industry and services, for example through longer shop-opening hours, part-time work, weekend work and overtime. An important development has been the negotiation of shorter hours of work in exchange for practices that permit extended operating hours. A review and analysis of international experience will help to reveal the potential advantages and problems of such practices in terms of efficiency, employment patterns and their impact on the social and family life of workers.

These trends will also be examined in terms of their implications for possible new or revised international labour standards, and a preliminary report will be submitted for examination by the Meeting of Experts referred to in the preceding paragraph. This work will be carried out in consultation with major programmes 110 (Social security) and 120 (Labour information and statistics).

Practical guidance on stress prevention

90.55. The Programme and Budget for the biennium 1990-91 provides for the dissemination of information on various enterprise-level stress prevention and control measures. This responds to increasing concern that stress contributes to health problems, absences from work and reduced motivation in a very large variety of occupations. Based on an assessment of these measures, materials will be prepared for use at enterprise level to promote action on stress prevention and provide guidance on the design and implementation of relevant programmes. These materials will place emphasis on avoiding the cumulative effects of stress from both mental and physical sources. The work will cover the implications of new technologies, and particularly computer-based work and visual display units (VDUs) as well as the applications of ergonomics. The need for joint efforts by employers and workers and their organisations will be highlighted. The work will be carried out in consultation with programme 90.2 (Occupational safety and health).

Work-related welfare facilities and services

90.56. The objective of this subprogramme is to promote the access of workers and their families to work-related welfare facilities and services, including: basic amenities, food services, child-care facilities, counselling, transport, housing, health care, education and recreation.

Workers with family responsibilities

90.57. The Governing Body has decided to call for reports under article 19 of the Constitution on the Workers with Family Responsibilities Convention (No. 156) and Recommendation (No. 165), 1981, thereby highlighting the need for action to combat the discrimination and conflicts between work and family responsibilities that affect such workers. Because women usually bear the major responsibility for family care, they are most affected by having to take time off work, arriving late to work and the problems of low morale and job security which often result. Women also find their employment opportunities restricted due to the lack of arrangements for family care, including daily care and other social support services. Maternity leave, parental leave and flexible working time arrangements are also important. Partly through the pressure that is resulting from demographic changes and partly due to the general increase in awareness of these problems, employers are showing more interest in information on how to help workers meet family responsibilities. Work in previous biennia has focused on practical arrangements for child care in both developing and industrialised countries. This work will be expanded to other areas of family responsibilities such as the often-ignored issue of care for the elderly and the disabled. A review will be published of policies, legal provisions and approaches in industrialised countries and information brochures will be produced on the provision of services and facilities for workers with family responsibilities, aimed at different target audiences (such as labour ministries, employers' and workers' organisations, women's groups). A contribution will also be made to the article 19 report. The work will serve as preparation for the International Year of the Family in 1994 and will be carried out in consultation with programme 50.4 (Equality of rights).

Specific categories of workers

90.58. The objective of this subprogramme is to promote measures for the improvement of conditions of work which respond to the needs of particular groups of workers or to the difficulties associated with certain forms of employment.

90.59. The resources allocated under this subprogramme continue to cover the costs of technical advisory services, the service and support of technical co-operation and the dissemination of technical information on child labour and the conditions of work of women workers. However, the main concentration of work on these issues will be covered by major programme 140 (Interdepartmental projects).

Protection of homeworkers

90.60. Homeworkers are often poorly protected as a result of their ambiguous legal status, their lack of visibility and their isolation. In countries where protective legislation exists, problems of enforcement are common. Elsewhere legislation is inadequate or unclear. Action-oriented programmes to improve the conditions of work of homeworkers or to help them to organise remain exceptional. The International Labour Conference called for better protection for homeworkers in its 1984 resolution and conclusions concerning the improvement of working conditions and environment. Its 1985 resolution on equal opportunities and equal treatment for men and women in employment called for the development of international standards on home work. Resolutions adopted by several Industrial and analogous Committees have requested ILO action in favour of homeworkers and future ILO action in this area was considered by the Meeting of Experts on the Social Protection of Homeworkers held in October 1990. Drawing on the conclusions of the meeting, practical guide-lines will be prepared on policies and programmes to improve the protection of homeworkers at the national, industry and enterprise levels. These guide-lines will also contribute to the preparation of possible international standards on home work. The activities that are planned under this work item will be carried out in consultation with major programmes 50 (International labour standards and human rights), 60 (Employment and development), 80 (Industrial relations and labour administration) and 120 (Labour information and statistics) and in collaboration with programme 90.2 (Occupational safety and health).

Workers in remote areas

90.61. Workers who must carry out their jobs in remote areas, such as fixed offshore installations or in extreme climatic zones, are often subject to difficult working conditions. These workers have special problems concerning working time, organisation of work, and the availability of appropriate housing, welfare facilities and services. Improvements in these areas are instrumental in increasing their productivity and safety, and ultimately contribute to environmental protection as well. A study will be carried out of practical measures that have been adopted to optimise working time, make adequate provision for leisure and recreation, and improve the living conditions and social and family lives of the workers concerned. Careful attention will be paid to both physical and psychological stress factors. Extra-budgetary resources will be sought to finance a meeting in which international experience will be exchanged and joint efforts to improve their working conditions will be encouraged. This work item will complement an activity covered by programme 90.2 (Occupational safety and health) on the safety and health of workers in remote areas; the work will be carried out jointly.

Adapting work to an ageing workforce

90.62. Older workers have valuable experience and capacities to offer, and often wish to continue in employment if appropriate opportunities are provided. Demographic changes are encouraging many enterprises, particularly in the industrialised countries, to adopt policies and programmes aimed at retaining older workers, and especially those with high skill levels. On the other hand, for many workers the retirement process is unnecessarily difficult. The Older Workers Recommendation, 1980 (No. 162), proposes that measures be taken to: modify the forms of work organisation and working time which lead to stress; adapt the job and its content through improved technologies and ergonomic principles, so as to preserve health, prevent accidents and maintain working capacity and; promote counselling and measures concerning work organisation and working time which facilitate the transition to retirement. The introduction of new technologies has opened additional possibilities in these areas while at the same time posing new problems of adaptation. An inventory of experience with measures that enable older workers to continue in employment and ease the transition to retirement is being prepared in the biennium 1990-91. As a continuation of this work, various types of action in favour of older workers will be evaluated and the specific measures which have been found to be the most effective will be promoted through the publication of practical materials on their design and implementation. This work will be carried out in consultation with major programme 70 (Training).

Technical co-operation

90.63. Regular budget technical co-operation resources, shown under programme 90.1 (Departmental management), will be used within this programme primarily to promote ILO standards and develop proposals for extra-budgetary technical co-operation. Special emphasis will be placed on child labour. Promoting ratifications of the Minimum Age Convention, 1973 (No. 138), remains a pressing priority, and there is also an urgent need to design innovative technical co-operation projects in this field. Emphasis will be given to improving conditions of work and productivity in small and medium-sized enterprises and, for this purpose, technical co-operation promoting voluntary action by entrepreneurs will continue to be developed in co-operation with programme 90.2 (Occupational safety and health). Projects on welfare facilities will also be promoted, especially where they contribute to improving the conditions of work and the employment opportunities of women. The main means of action will be short-term consultancies, regional and subregional meetings, and assistance in the training of trainers.

90.64. Extra-budgetary resources have expanded from $650,000 in the biennium 1988-89, to an estimated $1,000,000 in 1990-91 and are expected to rise to $1,800,000 in 1992-93. This increase is due to the developmental efforts carried out in previous biennia and to a heightened awareness of the need to consider improved conditions of work as an integral objective of development for both social and productivity reasons. The main areas of work are child labour, conditions of work and productivity in small and medium-sized enterprises, conditions of work of women workers, work-related welfare facilities and prevention and assistance programmes for alcohol and drug abuse.

Major Programme 90. Working Conditions and Environment

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
90.1. DEPARTMENTAL MANAGEMENT										
TECHNICAL CO-OPERATION	-	-	-	991,380	991,380	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	4/00	4/00	688,848	29,500	718,348	0/03	0/05	48,603	-	48,603
1992-93 TOTALS	**4/00**	**4/00**	**688,848**	**1,020,880**	**1,709,728**	**0/03**	**0/05**	**48,603**	**-**	**48,603**
1990-91 TOTALS	**4/00**	**4/00**	**717,922**	**1,351,812**	**2,069,734**	**-**	**1/00**	**55,692**	**-**	**55,692**
90.2. OCCUPATIONAL SAFETY AND HEALTH										
POLICIES FOR OCCUPATIONAL SAFETY AND HEALTH	4/10	-	491,028	64,000	555,028	1/06	-	152,388	15,571	167,959
OCCUPATIONAL ACCIDENTS	5/04	1/00	597,516	153,500	751,016	-	-	-	-	-
WORK-RELATED DISEASES	6/03	2/00	746,334	123,500	869,834	-	-	-	-	-
WORKING ENVIRONMENT AND ERGONOMICS	5/07	-	567,222	152,106	719,328	-	-	-	-	-
INTERNATIONAL OCCUPATIONAL SAFETY AND HEALTH INFORMATION CENTRE	12/08	15/00	2,122,212	-	2,122,212	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	9,200,000	9,200,000
PROGRAMME MANAGEMENT AND SUPPORT	3/00	11/00	917,388	29,000	946,388	-	-	-	-	-
1992-93 TOTALS	**37/08**	**29/00**	**5,441,700**	**522,106**	**5,963,806**	**1/06**	**-**	**152,388**	**9,215,571**	**9,367,959**
1990-91 TOTALS	**38/05**	**29/06**	**5,545,740**	**710,490**	**6,256,230**	**0/10**	**-**	**84,660**	**3,936,000**	**4,020,660**
90.3. CONDITIONS OF WORK AND WELFARE FACILITIES										
POLICIES FOR THE IMPROVEMENT OF CONDITIONS OF WORK AND WELFARE FACILITIES	7/04	2/00	856,392	126,400	982,792	0/03	-	25,398	8,000	33,398
WORKING TIME AND WORK ORGANISATION	5/04	-	541,824	154,500	696,324	-	-	-	-	-
WORK-RELATED WELFARE FACILITIES AND SERVICES	2/04	-	237,048	30,000	267,048	-	-	-	-	-
SPECIFIC CATEGORIES OF WORKERS	4/04	-	440,232	90,000	530,232	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	1,800,000	1,800,000
PROGRAMME MANAGEMENT AND SUPPORT	3/00	11/00	917,388	23,490	940,878	-	-	-	-	-
1992-93 TOTALS	**22/04**	**13/00**	**2,992,884**	**424,390**	**3,417,274**	**0/03**	**-**	**25,398**	**1,808,000**	**1,833,398**
1990-91 TOTALS	**26/03**	**13/00**	**3,390,786**	**422,364**	**3,813,150**	**0/02**	**-**	**16,932**	**1,009,000**	**1,025,932**

Major Programme 100. Sectoral Activities

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U.S. DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
100.10	DEPARTMENTAL MANAGEMENT	6/00	8/00	1,114,800	154,650	1,269,450
100.20	INDUSTRIAL ACTIVITIES	20/11	6/00	2,459,118	229,530	2,688,648
100.30	MARITIME INDUSTRIES	8/04	3/00	1,013,676	286,500	1,300,176
100.40	SALARIED EMPLOYEES AND PROFESSIONAL WORKERS	12/04	4/02	1,485,018	67,899	1,552,917
100.50	CO-OPERATIVES	8/04	5/01	1,129,701	231,283	1,360,984
100.60	HOTELS AND TOURISM	7/04	2/10	902,802	44,660	947,462
100.70	INDUSTRIAL MEETINGS	2/02	-	558,756	2,553,000	3,111,756
1992-93	**TOTALS**					
	REGULAR BUDGET	65/05	29/01	8,663,871	3,567,522	12,231,393
	OTHER SOURCES	15/08	7/11	2,032,503	49,079,112	51,111,615
1990-91	**TOTALS**					
	REGULAR BUDGET	64/08	31/00	8,745,244	4,247,030	12,992,274
	OTHER SOURCES	13/08	6/08	1,759,704	33,293,144	35,052,848

100.1. The general objective of this major programme is to give a sectoral dimension to the ILO's activities as a whole by assisting governments and employers' and workers' organisations to develop their capacities to deal equitably and effectively with the labour and social problems of particular economic sectors and occupational categories. The sector-specific activities of this major programme complement the more general treatment of various issues in the other major technical programmes.

100.2. One of the principal activities of this major programme in pursuit of these objectives is the preparation and organisation of the programme of industrial meetings decided upon by the Governing Body. Twelve industries and sectors are covered by Industrial and analogous Committees and five others by tripartite technical meetings. Various other economic sectors and occupational groups are serviced through ad hoc meetings and standing technical committees, three of which will come into existence in 1992-93. The Joint Committee on the Public Service and the Joint Maritime Commission are also included in the programme of meetings. In total, over 30 industries or sectors are covered by the programme of meetings. Details of the meetings to be held in the biennium 1992-93 are given under programme 100.7 (Industrial meetings).

100.3. The research and studies undertaken under all programmes provide the knowledge base for the preparation of the industrial meetings and other types of meetings, such as seminars and workshops, and for following up their conclusions and resolutions. The meetings and the research that is carried out together enable the Office to monitor systematically social and labour developments in the different industries and sectors, including major technological changes and structural adjustment. The results of this work are used to support the technical advisory services and technical co-operation activities of the various programmes in this major programme. Research and studies also contribute to the formulation and implementation of international labour standards. Studies are published as monographs, in the sectoral working paper series, or as articles in various ILO publications.

100.4. Active links on technical matters are maintained by each programme with the relevant institutions and associations, including employers' and workers' organisations, government administrations, professional associations, co-operatives, academic institutions and intergovernmental organisations. The activities of this major programme include technical liaison and focal point functions with UNIDO, IMO, WIPO, WTO and UNESCO. Close relations are also maintained and various joint activities are carried out in specific areas with the United Nations and its regional commissions, FAO, the World Bank and other organisations. The standard-setting activities covered by the major programme relate to several industries, economic sectors and occupational categories, including: shipping, fishing, ports, construction, plantations, commerce and offices, nurses, teachers, journalists, artists, performers, hotels and restaurants, and co-operatives.

100.5. Most of the technical co-operation activities are undertaken in the field of co-operatives, hotels and tourism, and the maritime industries. However, an increasing number of requests are being received for technical co-operation activities linked to specific industries and service sectors. In order to be able to respond to these requests RBTC resources amounting to $328,536 will be provided for giving direct advice and preparing technical co-operation projects to be funded from extra-budgetary sources. An amount of $205,000 is shown under programme 100.3 (Maritime industries) for inter-regional consultancy services. The remaining amount of some $124,000 will be reserved at the departmental level for distribution to the various programmes according to the requests that are received. The volume of technical co-operation delivered in the biennium 1992-93 is expected to continue to increase and should amount to some $49 million.

100.6. In summary, the activities of this major programme are directed towards the following objectives:

a) to conduct a programme of industrial meetings in accordance with a plan and objectives decided upon by the Governing Body;

b) to identify and define issues and problems by sector (including co-operatives) and by category of workers, in the fields of employment, income, training, working conditions and environment, human resource management, industrial relations and social security; and to provide guidance on policies and programmes to address priority issues and solve problems in specific sectors and categories;

c) to provide technical advisory services and, either within this major programme or in collaboration with other major technical programmes, to promote and implement technical co-operation projects designed to improve the labour and social conditions of workers in the sectors and categories concerned; and

d) to conduct studies which could lead to the adoption of new international standards or the revision of existing ones for different economic sectors and occupational categories, and to improve the application at the national level of international labour standards that fall within the competence of the major programme.

100.7. The resources for this major programme show a reduction of some $761,000 in comparison with the previous biennium. Although the summary table shows an increase of 0/09 Professional work-year in the Professional staff resources for this major programme, 3/03 Professional work-years are in fact associated with the larger number of industrial meetings which will be held in 1992-93. Thus resources devoted to activities other than the preparation, servicing and follow-up to meetings have actually decreased by 2/06 Professional work-years (some $254,000), 1/11 General Service work-years (some $106,000) and some $30,000 in non-staff costs. There has also been a reduction of $177,000 in the RBTC resources for this major programme. In addition, as explained under programme 100.7 (Industrial meetings), the new structure of the programme of industrial meetings has resulted in a decrease of $200,000 in the direct costs of meetings (the costs of participants and the costs of the preparation, servicing and follow-up of the meetings). There are however some shifts in resources between the various programmes in this major programme. Resources under programme 100.1 (Departmental management) have been reduced by 2/00 Professional work-years through the rationalisation and redistribution of certain functions associated with the preparation of meetings. This decrease has been offset by an increase of 2/00 Professional work-years in programme 100.6 (Hotels and tourism) to accommodate advisory services which were previously covered from RBTC resources. The increase of 2/04 Professional work-years in programme 100.4 (Salaried employees and professional workers) is due to the increased number of meetings for which this programme is responsible.

100.1. Departmental management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	6/00
GENERAL SERVICE WORK-YEARS	8/00
NON-STAFF COSTS EXCLUDING RBTC	$31,114
RB TECHNICAL CO-OPERATION (RBTC)	$123,536
TOTAL	**$1,269,450**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	$39,112
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$39,112**
TECHNICAL CO-OPERATION	-

100.8. Provision is made under this programme for the planning, co-ordination and supervision of the activities carried out under the major programme, for support services to the other programmes and for the development of Office-wide approaches to activities that are specific to particular sectors and occupational categories. The resources shown under the Programme management and support subprogramme cover the director of the department and administrative and secretarial support.

Multi-sectoral support

100.9. Provision is made to support the preparation, servicing and follow-up of an increased programme of industrial meetings. In a rationalisation of the work of this subprogramme a number of functions have been assumed by the programmes directly responsible for the meetings. The functions of this subprogramme will include: administrative arrangements at the preparatory stages of industrial meetings; clerical support during meetings; and the functions of clerk and chief of secretariat services at such meetings. Linguistic support will be provided for the major programme as a whole and, in particular, in the preparation and follow-up of meetings, including the translation of questionnaires and notes on proceedings.

100.2. Industrial activities

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	20/11
GENERAL SERVICE WORK-YEARS	6/00
NON-STAFF COSTS EXCLUDING RBTC	$229,530
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$2,688,648**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**-**
TECHNICAL CO-OPERATION	$1,270,000

100.10. This programme covers the following industrial sectors for which Industrial Committees currently exist: building and construction, chemical industries, coal mines, food and drink industries, forestry and wood industries, inland transport, iron and steel, metal trades, plantations and textiles. The programme also covers sectors for which tripartite technical meetings are convened at regular intervals, including clothing, leather and footwear, mines other than coal mines, and printing and allied trades. In addition, the programme covers industrial sectors and subsectors which are not adequately represented by standing committees, by organising smaller meetings and carrying out research to prepare such meetings.

100.11. The Governing Body has reviewed the manner in which the Industrial and analogous Committees are organised and conduct their work, and a new structure has been adopted, which will come into operation at the beginning of the biennium 1992-93. The Governing Body's reaffirmation of the importance of Industrial and analogous Committees for the Organisation, and the need to follow up their requests in an effective and systematic manner, make it essential to retain the system of industrial specialists, each of whom provides continuous coverage of the requirements of a standing committee. However, the demands of the new structure, which includes an expanded programme of smaller meetings, make it necessary to deploy the specialists in a more flexible manner. To optimise the use of personnel and financial resources, it is also necessary for the various means of action in each sector, including meetings, to be mutually reinforcing, thus giving depth to the sectoral concentration. The exact distribution of activities by means of action for a given sector will depend on several factors, including the programme of meetings in particular. The specialists for each sector undertake a research programme that is updated in the light of changing conditions and of the requests made at industrial meetings. Opportunities are sought for intersectoral collaboration among specialists, and in the event of similar requests from more than one Industrial Committee, a team approach will be used to follow them up. All these objectives and developments are reflected in the new presentation of the programme, which is focused on certain core functions rather than presenting activities under the heading of each industry or sector.

Industrial and analogous Committee meetings

100.12. Resources are provided to cover the preparation of the general reports and the servicing of the following major meetings scheduled to be held during the biennium: Twelfth Session of the Inland Transport Committee; Fourth Tripartite Technical Meeting for the Leather and Footwear Industry; Twelfth Session of the Iron and Steel Committee; Twelfth Session of the Building, Civil Engineering and Public Works Committee and Thirteenth Session of the Metal Trades Committee. Work will also be commenced on the general reports for the two major meetings to be held in early 1994.

Ad hoc meetings

100.13. Provision is also made for holding, preparing the reports and servicing the following three smaller meetings: Tripartite Meeting on Social and Labour Issues in the Pulp and Paper Industry; Tripartite Meeting on Safety and Related Issues Pertaining to Work on Offshore Petroleum Installations; Tripartite Meeting on the Effects of Technological Changes in the Clothing Industry.

Ongoing activities

100.14. For each industrial sector covered by this programme, resources are allocated for ongoing activities such as: following up meetings and co-ordinating work with other ILO programmes responsible for responding to requests that fall within their field of competence; identifying research priorities and issues pertaining to the application of international labour standards at the sector and industry levels; preparing periodic reports and other documents for the Industrial Activities Committee of the Governing Body; collecting, analysing and disseminating information; maintaining relations, including technical liaison, with relevant government departments, employers' and workers' organisations, the UN system and other sectoral organisations and institutions; and exchanging information and providing advice and other relevant inputs within the Office. The functions of this programme include relations with the FAO/ECE/ILO Joint Committee on Forest Technology, Management and Training, and substantive relations with UNIDO. This includes representational tasks, such as participation in UNIDO meetings, and the co-ordination of tasks related to meetings of the ILO/UNIDO working party and to the preparation of major joint documents.

Promotion of the Plantations Convention

100.15. Most Industrial and analogous Committees call for existing sectoral labour standards to be promoted and for support to be given to the application of generic international labour standards in individual sectors. As regards sectoral standards, particular attention will be paid to promoting the ratification and implementation of the Plantations Convention, 1958 (No. 110). Following requests by the Ninth Session of the Committee on Work on Plantations, a study will be made of labour legislation specific to plantation workers in order to examine the extent to which it meets the principles contained in international labour standards, and particularly Convention No. 110. A national tripartite workshop will also be organised on social and economic conditions in plantation agriculture.

Social and labour conditions in the iron and steel industry

100.16. The objective of this work is to promote the application of generic international labour standards in the iron and steel industry by demonstrating the positive impact of the application of these standards in terms of the balanced and sustained development of the industry. A national status report will therefore be undertaken on the social and labour conditions in the iron and steel industry. This activity will involve the selection of those international labour standards, or sections of them, that are directly applicable to this industry. The resulting "compendium" of relevant standards will be used to assess the social and labour conditions in the industry at the national level and to provide guidance for further progress. The activities described under this and the previous work item will be undertaken in close collaboration with major programmes 50 (International labour standards and human rights), 130 (International Institute for Labour Studies) and, in the case of plantations, with programme 60.4 (Employment and incomes in the rural and informal sectors).

The impact of fluctuating commodity prices

100.17. Fluctuating and declining commodity prices are having severe consequences on employment and incomes and on working and living conditions in two sectors vital for national development in many developing countries, namely plantations and mines. The Industrial Committees concerned have requested the ILO to use its influence in the international community to draw attention to the harmful and damaging effects of the continuous decline in the real prices of commodities. A study will therefore be undertaken, in close consultation with UNCTAD and other international organisations dealing with commodity trade agreements, on the social and economic consequences of declining or fluctuating prices of plantation crops and minerals in some of the major producing countries.

Casual, migrant and contract labour

100.18. Various forms of non-permanent employment, particularly casual, migrant and contract labour, are playing a growing role in the construction, plantations and forestry and wood industries, in order to cut costs and increase flexibility and productivity. These forms of employment often result in worse conditions for the workforce, including low pay, highly unstable employment, difficulties in organisation for collective bargaining, poor working conditions, high risks regarding occupational safety and health and a general lack of training. However, some workers welcome seasonal or part-time employment as a complement to other occupations. The issue is not therefore how to eliminate non-permanent forms of employment, but how to assess their impact on the sector and how to avoid them being used as loopholes for the introduction of sub-standard terms of employment and work. The activities that will be undertaken will be designed to throw light on the need for new labour standards or the revision of existing ones. Requests for the Office to carry out research have been made by the Industrial Committees for all three of these industries. Since casual work is a common feature in these industries, the work will benefit from the team approach. The same methodology will therefore be developed and applied to review these forms of employment. Particular attention will be paid to the question of whether these forms of employment have different effects on men and women, and on different age and population groups. This work will be carried out in close consultation with major programmes 60 (Employment and development), and 90 (Working conditions and environment).

Modernisation and new technologies in inland transport

100.19. The quickening pace of modernisation and the introduction of sophisticated information and communication technologies in transport are affecting employment levels and structures, the organisation and management of transport enterprises, and the skills and training requirements of managers and workers in all branches of inland transport. At the request of the Inland Transport Committee, a study on the social and labour consequences of modernisation and new technologies will be carried out in this sector. The scope and methodology of the study will be fully defined in the light of the conclusions and resolutions adopted at the 12th Session of the Inland Transport Committee due to meet in early 1992.

Consolidated texts of conclusions and resolutions

100.20. Most Industrial Committees have met more than ten times since their establishment and have now adopted a sizeable number of conclusions and resolutions that represent a substantial body of social policy guide-lines for specific industries. A number of Industrial Committees have called for these texts to be published in a consolidated form in order to enhance their usefulness. The conclusions and resolutions of the Building, Civil Engineering and Public Works Committee and the Inland Transport

Committee will therefore be assembled and published in two reference documents.

Productivity and working conditions in forestry

100.21. In the near future, the forestry industry will face growing difficulties in recruiting the qualified workforce needed to sustain its dual role as a producer of renewable raw material and a provider of environmental services. To overcome the shortage of skilled workers, productivity has to be increased. Practical guides are therefore needed at the enterprise level in developing countries to demonstrate the interrelationship between improved working and living conditions. As a follow-up to requests by the Forestry and Wood Industries Committee, a study will be carried out on the positive links between productivity and working conditions, including remuneration and benefits in forestry. The study will be published together with an illustrated manual on how to apply the findings at the enterprise level. This activity complements ongoing activities in the field of forestry and planned technical co-operation activities.

Technical co-operation

100.22. Technical co-operation will remain a comparatively small component of this programme, but the number of projects and amount of extra-budgetary resources are expected to increase in the forestry and plantations sectors.

100.3. Maritime industries

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	8/04
GENERAL SERVICE WORK-YEARS	3/00
NON-STAFF COSTS EXCLUDING RBTC	$81,500
RB TECHNICAL CO-OPERATION (RBTC)	$205,000
TOTAL	**$1,300,176**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	$40,000
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$40,000**
TECHNICAL CO-OPERATION	$3,550,000

100.23. The objective of this programme is to promote social and economic progress in the maritime industries (shipping, fishing, ports, inland water transport), especially as regards the working and living conditions of workers in these industries. The main activities of the programme in the biennium 1992-93 will again concern shipping and port industries.

Shipping industry

100.24. Recent developments in the shipping industry, such as frequent changes in ownership, ship registration and further internationalisation in the manning of ships, are causing an increase in the use of registers and companies not operating at an internationally acceptable level. In addition, many seafarers are insufficiently trained. The implementation of ILO minimum standards for seafarers is vital to reverse these trends. Emphasis will therefore be placed on promoting the ratification and application of ILO maritime instruments, especially the Merchant Shipping (Minimum Standards) Convention, 1976 (No. 147). This will be achieved through the provision of technical advisory services, the dissemination of information and the organisation of seminars and workshops financed from both regular budget and extra-budgetary sources. Provision is made for the examination of government reports on maritime Conventions and Recommendations and assistance will be provided to developing countries in the formulation and implementation of national maritime labour legislation.

Accident prevention on board ship

100.25. Resources are provided for the revision of the ILO's Code of Practice on Accident Prevention on Board Ship and in Port. The draft revision of the Code will be reviewed and finalised by the Meeting of Experts on Accident Prevention on Board Ship.

Joint ILO/WHO Committee on the Health of Seafarers

100.26. Resources are provided for the preparation of reports and for the travel expenses ($10,000) of two Employer and two Worker delegates for the Seventh Session of the Joint ILO/WHO Committee on the Health of Seafarers (five calendar days in Geneva). The WHO will cover the cost of four government participants. The agenda is expected to include items on: fatal accidents and illnesses among seafarers; guidance to seafarers on the risk and prevention of infection from blood-borne and sexually transmitted diseases; the education of seafarers on the danger to both their health and professional careers arising from the abuse of alcohol and drugs; the incidence of mental diseases and psycho-social disturbances associated with work on board ship and the seafaring profession generally; a mechanism for the periodic up-dating of the International Medical Guide for Ships; and standards for the medical examination of seafarers recruited internationally.

Fishing industry

100.27. Activities related to the labour and social problems of fishermen will be concentrated on the employment, working and living conditions of small-scale and artisanal fishermen. Most of the world's estimated 16 million fishermen are in this category. These activities will be carried out taking account of the strategy and programmes of action adopted by the 1984 FAO Conference on Fisheries Management and Development, and of the conclusions adopted by the meeting of the ILO Committee on Conditions of Work in the Fishing Industry (1988). The resources allocated will cover the provision of technical advisory services, the promotion of technical co-operation and the examination of government reports on the application of international labour standards for fishermen.

Port industry

100.28. Traditional labour-intensive methods of cargo-handling have been replaced by more modern capital-intensive systems in many ports. The social implications of such changes are of major concern to the ILO. Low efficiency and productivity, insufficient maintenance, the shortage of skilled and semi-skilled manpower, the lack of human resource development plans or training programmes, the lack of qualified and experienced trainers or instructors and of training facilities are constraints facing many ports in developing countries. In order to assist in the improvement of port productivity, safety standards and working conditions, and to promote increased self-sufficiency in teachers and training capacity, technical co-operation activities will be promoted, especially in relation to the establishment of training centres for all categories of port personnel. Resources are also provided for technical advisory services, information dissemination and the examination of government reports on Conventions and Recommendations relating to port activities.

Inland water transport

100.29. A major issue in the inland water transport sector is to increase carrying capacity, efficiency and productivity and to improve boatmen's working and living conditions. This calls for improved technology, changes in work organisation and more efficient working and operating methods both afloat and ashore in many developing countries. Emphasis will be placed on the vocational training of boatmen in developing countries. Resources have been allocated for the provision of technical advisory services, the dissemination of information and support for technical co-operation, particularly for the establishment of training centres for workers on inland waterways and for the assessment of training needs.

Technical co-operation

100.30. The technical assistance provided under this programme has increased during recent years, particularly in the port sector, and projected expenditure from extra-budgetary sources is expected to be about $3.5 million. Requests for technical assistance have increased as a result of the use of new technologies in the workplace and the consequent need to provide more sophisticated training for both sea-going and port personnel. Improvements in national legislation and regulations governing the conditions of employment in these industries are essential. Particular emphasis will continue to be placed on the design of training programmes for port personnel and on the provision of assistance to member States for the implementation of maritime labour standards.

100.31. RBTC resources amounting to $205,000 will cover inter-regional consultancy services directly related to major ILO concerns such as international labour standards, technical co-operation, technological developments and their social implications in ports, and TCDC activities. The resources will be utilised after due consultation with the regional major programmes concerned.

100.4. Salaried employees and professional workers

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	12/04
GENERAL SERVICE WORK-YEARS	4/02
NON-STAFF COSTS EXCLUDING RBTC	$67,899
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,552,917**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	-
TECHNICAL CO-OPERATION	$648,000

100.32. The main objective of this programme is to address the social and labour issues of the workforce in the major branches of the services sector, both public and private, and of salaried employees and professional workers in all economic activities. The programme covers a broad range of occupational categories such as office workers, technical, professional and supervisory staff and scientific research workers. It includes the following sectors: commerce and offices; public administration; postal and telecommunications services; other public utilities and community protection services, such as water, gas and electricity, and fire-fighting services; education and training; health and welfare; and culture and the media. The attainment of the programme's objective requires the continuing review of the developments and trends which affect the broad range of service activities and occupational groups concerned. Particular attention will be paid to issues such as: the effects of the structural adjustment process and budget constraints on staff levels and human resource management in public administration and public services; the impact of technological change on jobs, conditions of work and skill requirements in service occupations; and the trend towards deregulation and the changing status and composition of the workforce.

100.33. Following the Governing Body decision to set up new standing bodies for health services and teaching, respectively, the responsibilities of this programme have been increased to include five standing committees. These are: the Advisory Committee on

Salaried Employees and Professional Workers; the Joint Committee on the Public Service; the Standing Technical Committee for Postal and Telecommunications Services; the Standing Technical Committee for Health and Medical Services; and the Standing Technical Committee for Teachers. In addition, the programme is responsible for smaller ad hoc industrial meetings for occupational categories and service sectors not covered by standing committees.

100.34. The functions of the programme also include responsibility for two other permanent bodies dealing with international standards that are serviced jointly by the ILO and other UN agencies, namely: the Joint ILO/UNESCO Committee of Experts on the Application of the Recommendation concerning the Status of Teachers (CEART); and the Intergovernmental Committee of the International Convention for the Protection of Performers, Producers of Phonograms and Broadcasting Organisations (the Rome Convention), which is serviced by an ILO/UNESCO/WIPO secretariat. The hosting of these committees rotates between the organisations concerned.

Industrial and analogous meetings

100.35. Resources are provided to cover the preparation of reports and the servicing of the following meetings scheduled to be held during the biennium: Tenth Session of the Advisory Committee on Salaried Employees and Professional Workers; Fifth Session of the Joint Committee on the Public Service; First Session of the Standing Technical Committee for Health and Medical Services; and the Tripartite Meeting on Conditions of Employment and Work of Performers.

Technical liaison and dissemination of information

100.36. Resources are provided for on-going activities for the various sectors and occupational groups covered by the programme. These include: the collection, analysis and dissemination of information; the provision of technical advice within and outside the Office; the preparation of contributions to various reports and documents; and regular technical liaison with government departments, employers' and workers' organisations, intergovernmental organisations such as the WHO, UNESCO, WIPO, ITU, the Council of Europe, the European Communities, OECD, development banks and research and training institutions. The programme also acts as a focal point within the Office for all matters related to the public service and for the UN World Decade for Cultural Development.

Standard-setting activities

100.37. The standard-setting activities covered by this programme include the analysis of government reports concerning international labour standards relating to commerce and offices, the public service and nursing staff. Activities are also undertaken to promote these and other basic labour standards on freedom of association, equality of treatment and remuneration and safety and health as they apply to the services sector. The programme also participates in the follow-up to several UNESCO international standards concerning certain categories of professional workers.

Commerce and offices

100.38. Developments affecting workers in the wholesale and retail trades, financial institutions such as banks, insurance companies, and business services, office workers in industrial undertakings, and technical and supervisory employees will continue to be followed. Emphasis will be placed on the impact of developments such as: the emergence of new occupations in the service industries as a result of rapid technological change; the expansion and use of information technology; the development of new services and products which require new skills, retraining and redeployment of staff; and the deregulation of financial services due to increased competitive pressures. In addition to the preparation and convening of the Tenth Session of the Advisory Committee on Salaried Employees and Professional Workers, work concerning this sector will continue to include the analysis of reports by governments on ratified Conventions relating to the hours of work, weekly rest, and night work of young persons in commerce and offices and participation in the follow-up to the UNESCO Recommendation on the Status of Scientific Researchers.

Conditions of employment of professional workers

100.39. Although the number of professional workers is growing rapidly in many countries, they appear to be treated differently from other workers as far as their terms and conditions of employment are concerned. A study will be undertaken to assess their situation and their problems in fields such as trade union rights, working time, career opportunities and remuneration. This study will review the measures applicable to professional workers taking account of the relevant provisions of the Compendium of Principles and Good Practices relating to the Conditions of Work and Employment of Professional Workers, adopted in 1977. At its Ninth Session (1985), the Advisory Committee on Salaried Employees and Professional Workers called for consideration to be given to convening a meeting to review the progress made in applying the principles set out in the Compendium, and the study envisaged will help to determine whether such a meeting is opportune. It will be carried out in consultation with programmes 50.3 (Freedom of association), 80.2 (Labour law and labour relations) and 90.3 (Conditions of work and welfare facilities).

Public administration

100.40. Activities relating to public administration will deal with the repercussions on the workforce of structural adjustment policies, deregulation, privatisation, the contracting out of services and technological change. These trends affect employment levels, status, career development, mobility, remuneration, job content, skill requirements and social security benefits. In addition to the preparation and convening of the Fifth Session of the Joint Committee on the Public Service, provision is made for the continuation of ongoing activities, including the application and promotion of the Labour Relations (Public Service) Convention, 1978 (No. 151). Training activities for human resources management in the public service, which were initiated in 1990-91 in collaboration with the Turin Centre and several public administration institutes, will be further developed and national and regional seminars on civil service reform and the improvement of human resources management will be organised. These seminars will be financed from extra-budgetary sources.

Public utilities and community protection services

100.41. Provision is made to follow up the Joint Meeting on Conditions of Employment and Work of Fire-fighting Personnel and the Second Session of the Joint Committee for Postal and Telecommunications Services, held during the biennium 1990-91. The activities related to this sector will continue to cover workers in public utilities and community protection services, such as: postal and telecommuncations services; water, gas and electricity services; and fire-fighting services.

Education and training services

100.42. Developments throughout the world which affect the status of teachers will be followed, with particular emphasis on: privatisation; new trends in education financing, the lack of resources devoted to schools, which is particularly serious in the least developed countries that have a rapid rate of population growth; and education reforms. This work will cover teachers employed in both public and private education, at all levels, in the various branches of teaching and the various types of teaching institutions. Issues relating to teachers are of concern to all countries, since the development of human resources depends on the quality of teachers, of whom there are more than 40 million world-wide. Ongoing activities will be continued, including participation in the follow-up to the recent UNESCO Convention on Technical and Vocational Education, and in the elaboration of new UNESCO standards concerning teachers. A regional seminar will also be organised, jointly with UNESCO, on the status of teachers with a view to assisting governments and teachers' organisations to restructure the career profile of teachers in order to improve performance and offer better incentives for work in the profession. Extra-budgetary funding will be sought for the preparation and organisation of additional seminars. The Sixth Ordinary Session of the Joint ILO/UNESCO Committee of Experts on the Application of the Recommendation concerning the Status of Teachers (CEART) is to be held in the ILO in 1994. Resources are therefore provided to cover part of the necessary preparatory work, including the Office report for the meeting. Provision is also made for the immediate follow-up to the ILO's Second Joint Meeting on Conditions of Work of Teachers, which will be held at the end of 1991.

Health and welfare services

100.43. In addition to the preparation and convening of the First Session of the new Standing Technical Committee for Health and Medical Services, provision is made for the continuation of work related to these services. This includes activities related to the application and promotion of the Nursing Personnel Convention, 1977 (No. 149). For the purposes of this work, the health and welfare services sector is taken to cover all categories of employees working in medical services, hospitals, clinics, nursing homes, dental services and welfare institutions.

Culture and the media

100.44. Increased leisure time is leading to a rise in the demand for the services provided by the arts, media and recreational sectors, while at the same time rapid technological and structural changes are creating problems for many of the professions involved, such as authors and translators, artists and performers of all kinds, workers in the media and in audiovisual industries, journalists and workers in entertainment and leisure activities. In addition to the preparation and convening of the Tripartite Meeting on Conditions of Employment and Work of Performers, provision is made for the continuation of ongoing activities regarding this sector, including participation in the follow-up to the UNESCO Recommendations concerning the Status of the Artist and the Status of the Translator. The ILO will continue to participate in the administration, application and promotion of the International Convention for the Protection of Performers, Producers of Phonograms and Broadcasting Organisations (the Rome Convention, 1961). This will involve participation in the administrative and technical preparation, by the joint ILO/UNESCO/WIPO secretariat, of the 14th Ordinary Session of the Intergovernmental Committee of the Rome Convention, to be held in 1993, and its follow-up.

Technical co-operation

100.45. It is expected that extra-budgetary resources amounting to approximately $0.6 million will be available for technical co-operation activities in the fields of civil service reform, the improvement of human resources management in the public service, and the status of teachers, as described in the preceding paragraphs.

100.5. Co-operatives

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	8/04
GENERAL SERVICE WORK-YEARS	5/01
NON-STAFF COSTS EXCLUDING RBTC	$231,283
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,360,984**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	12/00
GENERAL SERVICE WORK-YEARS	6/05
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP	**$1,576,461**
TECHNICAL CO-OPERATION	$32,332,000

100.46. The objective of this programme is to promote the development of co-operatives as participatory institutions contributing to poverty alleviation, employment and income generation, human resources development and the improvement of social conditions. The aim of the programme is to assist co-operative movements and government supporting services to promote democratically controlled and efficiently managed co-operatives capable of supporting the economic activities of their members and of making a substantial contribution to national economic and social development. Co-operatives are of particular importance in the structural adjustment process in developing countries because of the emphasis laid on replacing public decision-making and resource allocation by the efforts of individuals and their own organisations and groups. These organisations are expected to play a greater role in accumulating funds for investment, creating opportunities for self-employment and organising the provision of goods and services in market-oriented economies.

100.47. There will be a reorganisation of the structure of the programme with the result that the number of technical subprogrammes will be reduced from three to two: Promotion and development of co-operatives; and Co-operative human resources development, legislation, research and information. This reorganisation will allow greater flexibility in the use of staff resources and will increase efficiency. The staff covered by the two subprogrammes will form working teams to carry out activities concerning four sectoral issues: co-operative human resources development; co-operative financial institutions; intercooperative commercial exchanges; and co-operative activities in the rural and informal sectors to alleviate the impact of structural adjustment on low-income groups.

Promotion and development of co-operatives

100.48. The purpose of this subprogramme is to promote appropriate policies and operational measures for the development of democratic and efficiently managed co-operatives. The types of co-operatives that will be promoted include single- and multipurpose co-operatives in such fields as production, marketing and supply, savings and credit, banking, consumer supply and housing. Emphasis will also be placed on human resource development, including co-operative management training and membership education.

Technical advisory services and support to projects

100.49. In accordance with the Co-operatives (Developing Countries) Recommendation, 1966 (No. 127), resources will be provided for the design of technical assistance activities to address urgent development issues such as poverty alleviation, food security, structural adjustment, employment and income generation. Advice will be given to member States on the role that co-operatives can play in mitigating the effects of structural adjustment. The international debt crisis and the need for structural adjustment measures are obliging governments to limit or withdraw human and financial resources from development activities. As a result, a process of "de-officialisation" of the co-operative movement is underway in many countries, giving such movements greater responsibility for planning their own development. Co-operative movements will therefore play a greater role in: the promotion of self-employment and investment in the informal sector; agricultural production, the manufacture of consumer goods and the provision of services; international trade and domestic commerce; and human resource development through management training, membership education and the skills development of co-operative members. The function of this subprogramme is to assist the attainment of these objectives by undertaking project formulation missions, and participating in mid-term project evaluations and on-site monitoring. Technical consultancy services will also be provided to support the implementation of nationally executed projects and to promote TCDC arrangements.

100.50. In view of the deteriorating economic situation in Africa, which is leading to an increased number of requests for ILO assistance, and in order to implement the conclusions on co-operatives of the Seventh African Regional Conference held in Harare in November-December 1988, special attention will be given to the establishment of co-operative activities for the groups most affected by structural adjustment programmes in the region.

Co-operative human resources development, legislation, research and information

100.51. An important element in the promotion of democratic and efficiently managed co-operatives is the establishment of an overall climate favourable to the development of co-operatives. The focus of this subprogramme is therefore the creation of conditions which facilitate co-operative growth. This will involve analysing co-operative legislation and by-laws, providing advice and promoting the exchange of information and action-oriented research on issues relevant to co-operative development. The economic viability, independence and democratic control of co-operatives are conditional on the ability of co-operative movements to motivate the participation of their members through membership education, the training of committee members to carry out their executive functions and the training of co-operative managers. This type of human resource development must also include training programmes for the staff of co-operative training institutes and government supporting services. Support will also be given to the co-operative training programmes at the Turin Centre.

Co-operative legislation — advisory services

100.52. An overall climate that is favourable for the development of co-operatives will be promoted through activities to establish appropriate legal frameworks. Advisory services will continue to be provided to member States on the revision of legislation and by-laws for co-operatives and on official policies to promote participatory development through co-operatives. The major principles of guiding co-operative action at the national and international levels are set out in the Co-operatives (Developing Countries) Recommendation, 1966 (No. 127). A panel of consultants on co-operatives will meet to review the continued relevance of the Recommendation and to obtain high-level policy advice for future ILO programmes on co-operatives.

International Panel of Consultants on Co-operatives

100.53. It is proposed to hold the first meeting since 1969 of this panel. The aims of the meeting will be to: evaluate the implementation of Recommendation No. 127; identify policies and establish guidelines for the ILO's future programme of work on co-operatives; determine alternative action to create a favourable climate for the promotion of economically viable and democratic co-operatives; and assess the role of co-operatives in assisting structural adjustment, creating self-employment and promoting incomes. The panel, which will meet for five days in Geneva and will cost $65,000, will include 15 specialists from the co-operative movements in the Americas, Asia, Africa, Europe and the Middle East. The meeting will also be attended by two workers' and two employers' representatives and observers from non-governmental organisations such as the International Co-operative Alliance (ICA), other international agencies and specialised co-operative development and training institutions.

Co-operatives and structural adjustment

100.54. Research activities will be carried out on co-operative development and structural adjustment in Africa taking account of the role of co-operatives in rural development and the need for people to be able to organise group activities for savings, investment and production. A study will be undertaken on the experience and potential of group action in accumulating the finance needed for investment in production and local infrastructure to replace the public funds which are becoming increasingly scarce as a result of structural adjustment programmes. The study will be linked to an on-going extra-budgetary project in this field. Work will also continue on the acquisition, analysis and storage of reference documentation on co-operatives and information on co-operatives will be disseminated to the ILO's constituents, co-operative movements, training institutions and ILO technical co-operation personnel. The documentation to be disseminated will include training manuals, legislation and workshop and project reports.

Support to COPAC

100.55. A contribution of some $101,000 will be made to the Committee for the Promotion and Advancement of Co-operatives (COPAC) as in previous biennia. COPAC serves as the framework for the exchange of information and the co-ordination of co-operative development policies among its members, which include the UN, the ILO, FAO, ICA, the International Federation of Agricultural Producers, the World Council of Credit Unions and the International Federation of Plantation, Agricultural and Allied Workers. In addition, this subprogramme will further develop working relations with the World Bank, UNIDO and the Organisation of the Co-operatives of America (OCA).

Technical co-operation

100.56. Projected expenditure on technical co-operation activities under this programme may reach $32 million in 1992-93. Approximately 65 per cent of this total is financed from multi-bilateral sources and the remainder by UNDP. At present there are some 40 on-going national technical co-operation projects, one inter-regional project, two regional projects, three subregional projects, and five regional advisers in the co-operatives sector. In addition, technical advisory services are made available to ILO constituents on co-operative policy and co-operative legislation.

100.6. Hotels and tourism

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	7/04
GENERAL SERVICE WORK-YEARS	2/10
NON-STAFF COSTS EXCLUDING RBTC	$44,660
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$947,462**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	3/08
GENERAL SERVICE WORK-YEARS	1/06
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$456,042**
TECHNICAL CO-OPERATION	$11,200,000

100.57. The functions of this programme are: to identify significant social and labour problems in the hotel, catering and tourism sector and to assist governments and employers' and workers' organisations to develop measures to respond to these problems; to prepare, conduct and follow up sessions of the Hotel, Catering and Tourism Committee; to assist in the development of international labour standards related to hotels, catering and tourism; and to promote technical co-operation activities in the sector.

100.58. The activities covered by this programme are guided by the priorities set by the Hotel, Catering and Tourism Committee at its First Session (Geneva, 1989) and include the promotion of the instrument or instruments which may be adopted by the Conference in 1991. Technical advisory services will continue to be provided to governments, employers' and workers' organisations and requests will continue to be met for technical contributions to seminars and meetings. In response to conclusion No. 22 adopted by the Third Tripartite Technical Meeting for Hotels, Restaurants and Similar Establishments (Geneva, 1983) work will continue on the establishment of an international documentation centre related to training at all levels in this sector.

Employment creation and occupational skills

100.59. In response to the conclusions and resolutions adopted by the First Session of the Hotel, Catering and Tourism Committee (Geneva, 1989), a study will be undertaken on employment creation and development opportunities in the hotel, catering and tourism sector, a leading sector in terms of employment generation in both industrialised and developing countries. It currently employs an estimated 100 million persons and various economic forecasts confirm its potential for further growth. This study will also use data collected in manpower surveys carried out within the framework of technical co-operation projects.

100.60. Another study will concern the development of occupational skill standards and related training material for hotel and tourism occupations. This study will assist in matching training programmes with labour market requirements. A wealth of training material has been compiled, through the technical co-operation projects undertaken in recent years. Occupational skill standards, testing and certification for the hotel, catering and tourism sector are currently being developed in a number of countries. Activities undertaken in co-operation with the Turin Centre will include the production of standard occupational profiles and related training materials and manuals.

100.61. Technical liaison activities will continue to focus on the labour and social problems of the sector through ILO participation in international meetings and the work of other intergovernmental and non-governmental organisations. Relations will be maintained with the World Tourism Organisation to increase co-operation in fields of common interest, with particular reference to technical co-operation activities in developing countries. Liaison will be strengthened with the United Nations regional economic commissions (ESCAP, ECA, ECLAC, ECE), the OECD, the Asian Productivity Organisation (APO), WHO and some major international employers' and workers' organisations.

Technical co-operation

100.62. The programme will continue to be strongly oriented towards operational activities in developing countries in the field of human resource development in the hotel, catering and tourism sector. On the basis of requests for assistance, technical co-operation activities in Asia will focus on strengthening existing training institutions in the areas of supervisory and management training, with the aim of helping these institutions to become fully self-reliant. In Africa, where assistance is still needed at all levels, the programme will be involved in the setting up of training institutions. In Latin America and the Caribbean, the ILO will continue to respond to requests for technical inputs to short courses and seminars organised by training institutions in the region. Increased emphasis will also be placed on: manpower planning and employment creation in rural areas; the participation of women; and work-based training programmes to supplement institutional training. Increased attention will also be paid to the links between ILO standards and technical co-operation activities relating to this sector. Projected expenditure on technical co-operation activities from extra-budgetary sources will amount to approximately $11 million in the biennium 1992-93.

100.7. Industrial meetings

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	2/02
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS EXCLUDING RBTC	$2,553,000
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$3,111,756**
OTHER SOURCES	-

100.63. At its 243rd (May-June 1989) Session, the Governing Body decided to introduce an amended structure and mode of operation for Industrial and analogous Committees, which will come into effect on 1 January 1992. The new system entails an increase of about one-third in the membership of these committees, the limitation of their agenda to a general report and one technical item, and a reduction in the size of delegations to three titular delegates, one from each group. At the same session, the Governing Body also decided that the total number of meetings in a biennium would be increased from 12 to 15, of which six would be major meetings.

Major meetings

100.64. At its 246th Session (May-June 1990), the Governing Body decided that the proposals for the programme of industrial meetings for the biennium 1992-93 should include the following major meetings, which are listed below with their agendas as determined at the same session.

- Inland Transport Committee (12th Session):

  1. General Report.

  2. The social and legal protection (including repatriation) of inland transport workers engaged in international transport during their temporary periods abroad.
- Advisory Committee on Salaried Employees and Professional Workers (10th Session):

  1. General Report.

  2. Skill requirements, training and retraining to match the new occupational profiles in commerce and offices.
- Fourth Tripartite Technical Meeting for the Leather and Footwear Industry:

  1. General Report.

  2. Employment and working conditions and competitiveness in the leather and footwear industry.
- Iron and Steel Committee (12th Session):

  1. General Report.

  2. Vocational training, retraining and skill development in the iron and steel industry, and the role of governments, employers' and workers' organisations.
- Building, Civil Engineering and Public Works Committee (12th Session):

  1. General Report.

  2. Skill requirements, training and retraining in the building, civil engineering and public works industry.
- Metal Trades Committee (13th Session):

  1. General Report.

  2. Consequences of structural adjustment for employment, training, further training and retraining in the metal trades industry. (As decided by the Governing Body at its 248th (November 1990) Session).

Other industrial meetings

100.65. In addition, the Governing Body decided on the following standing technical committees and other smaller meetings, and determined the agendas of the two standing technical committees as follows:

- Standing Technical Committee for Health and Medical Services (First Session):

  1. General Report.

  2. Equality of men and women in health and medical services.
- Joint Committee on the Public Service (Fifth Session):

  1. General Report.

  2. Terms and conditions of employment of part-time and temporary workers in the public service.
- Tripartite Meeting on Social and Labour Issues in the Pulp and Paper Industry;
- Tripartite Meeting on Safety and Related Issues pertaining to Work on Offshore Petroleum Installations;
- Meeting of Experts on Accident Prevention on Board Ship;
- Tripartite Meeting on Conditions of Employment and Work of Performers;
- Tripartite Meeting on the Effects of Technological Changes in the Clothing Industry;
- "Parked Resources" for the preparation, holding, servicing and follow-up of two meetings on topics to be determined.

Composition of the meetings

100.66. The seventh general review of the membership of the major Industrial Committees was undertaken by the Governing Body at its 248th (November 1990) Session. The new membership will come into effect on 1 January 1992.

100.67. The Governing Body decided at its 231st (November 1985) Session that, when determining the composition of any joint committee or joint meeting, if private enterprise constituted an important part of that sector, up to four members should be appointed to represent private employers, without prejudice to the bipartite structure of the meetings. The composition of the smaller meetings will therefore be as follows:

- Standing Technical Committee for Health and Medical Services (20 Worker members and 4 Employer members, whose expenses will be paid by the ILO, and 16 Government members);
- Joint Committee on the Public Service (24 Worker members, whose expenses will be paid by the ILO, and 24 Government members);
- Tripartite Meeting on Social and Labour Issues in the Pulp and Paper Industry (15 participants from each of the three groups, the expenses of the Employer and Worker members being paid by the ILO);
- Tripartite Meeting on Safety and Related Issues pertaining to Work on Offshore Petroleum Installations (15 participants from each of the three groups, the expenses of the Employer and Worker members being paid by the ILO);
- Meeting of Experts on Accident Prevention on Board Ship (15 experts drawn from Government, Employer and Worker circles, all of whose expenses would be paid by the ILO);
- Tripartite Meeting on Conditions of Employment and Work of Performers (10 participants from each of the three groups, the expenses of the Em-

ployer and Worker members being paid by the ILO);

- Tripartite Meeting on the Effects of Technological Changes in the Clothing Industry (15 participants from each of the three groups, the expenses of the Employer and Worker members being paid by the ILO);
- "Parked resources" for two meetings on topics to be determined, resources for which have been calculated on the basis of 15 participants from each of the groups.

Direct costs of the meetings

100.68. Provision is made under this programme for the direct costs of participants at the major and smaller industrial meetings. The estimates shown in the table assume that all meetings will be held in Geneva. They provide for the payment of travel expenses, subsistence allowance and accident insurance for members entitled to such payments, and, in the case of the six major meetings and the two standing technical meetings, for a three-member Governing Body delegation. The estimates reflect a reduction of 10 per cent to allow for non-attendance and incidental savings. They are based on a duration of nine calendar days for Industrial Committee sessions and similar meetings.

100.69. Provision is also made under this programme for the preparation of reports for the two meetings on topics to be determined later as well as for the preparation of one technical report for each of the major industrial meetings and the two standing technical committees. The amount allocated for each technical report is the equivalent of 0/05 Professional work-year. In accordance with past practice, some of the costs for the preparation of reports for meetings are expressed at actual cost rather than in work-years and at standard Professional staff cost so as to reflect the flexible manner in which these resources are used for the drafting of technical reports, by external collaborators and short-term staff.

100.70. The total direct costs of the programme of industrial meetings have been calculated to include the resources parked under this programme for the preparation of reports. Also included in the direct costs are the resources for the preparation of the general reports, servicing and follow-up, allocated to programmes 100.2 (Industrial activities), 100.3 (Maritime industries), and 100.4 (Salaried employees and professional workers); in past biennia, these resources were included in the figure given for indirect costs. While the resources included under this programme for the direct cost of participants have decreased (due to a reduction in the size of delegations), the costs of preparing reports for the meetings have increased (due to the increase in the number of meetings). The total direct costs for the programme of industrial meetings in 1992-93 (defined as the costs of participants plus the preparation of reports) are $4.6 million, which represents a reduction of some $200,000 over the figure for 1990-91.

Indirect costs of the meetings

100.71. In addition to the directly identifiable costs described above, indirect costs are incurred under a number of other programmes in connection with the holding of industrial meetings. Programme 220.2 (Official relations) covers official correspondence with governments in connection with the meetings and the co-ordination of the arrangements for meeting facilities and staffing, including interpretation services; programme 220.3 (Translation and meetings) covers the editing and translation of all reports and documents; programme 180.2 (Publications) and 180.4 (Printing and typing) cover the reproduction and distribution of all reports and documents; and various other programmes (including major programme 100) provide a range of secretariat services such as senior secretarial staff, committee secretaries, interpreters, clerks, typists, messengers, relations with Employers' and Workers' delegates, public information and the information and reception desk. In accordance with the decision taken by the Governing Body at its 230th (June 1985) Session, resources are included for the translation into Spanish of the reports for those Industrial Committee-type meetings to which at least four Spanish-speaking countries (including Brazil) are invited. It is expected that only major meetings will satisfy this criterion.

100.72. The cost of these indirect services is estimated at $6.9 million. This amount, in addition to the direct costs of $4.6 million, gives a total estimated cost for Industrial Committee-type meetings of $11.5 million.

Major Programme 100. Sectoral Activities

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
100.1. DEPARTMENTAL MANAGEMENT										
MULTI-SECTORAL SUPPORT	4/00	4/00	629,136	-	629,136	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	123,536	123,536	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	4/00	485,664	31,114	516,778	-	-	-	39,112	39,112
1992-93 TOTALS	**6/00**	**8/00**	**1,114,800**	**154,650**	**1,269,450**	**-**	**-**	**-**	**39,112**	**39,112**
1990-91 TOTALS	**8/00**	**8/00**	**1,319,310**	**104,025**	**1,423,335**	**-**	**-**	**-**	**37,844**	**37,844**
100.2. INDUSTRIAL ACTIVITIES										
INDUSTRIAL ACTIVITIES	17/11	-	1,820,190	229,530	2,049,720	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	1,270,000	1,270,000
PROGRAMME MANAGEMENT AND SUPPORT	3/00	6/00	638,928	-	638,928	-	-	-	-	-
1992-93 TOTALS	**20/11**	**6/00**	**2,459,118**	**229,530**	**2,688,648**	**-**	**-**	**-**	**1,270,000**	**1,270,000**
1990-91 TOTALS	**22/00**	**6/00**	**2,569,176**	**109,313**	**2,678,489**	**-**	**-**	**-**	**350,000**	**350,000**
100.3. MARITIME INDUSTRIES										
MARITIME INDUSTRY	7/00	-	711,144	35,000	746,144	-	-	-	40,000	40,000
TECHNICAL CO-OPERATION	-	-	-	205,000	205,000	-	-	-	3,550,000	3,550,000
PROGRAMME MANAGEMENT AND SUPPORT	1/04	3/00	302,532	46,500	349,032	-	-	-	-	-
1992-93 TOTALS	**8/04**	**3/00**	**1,013,676**	**286,500**	**1,300,176**	**-**	**-**	**-**	**3,590,000**	**3,590,000**
1990-91 TOTALS	**8/00**	**4/00**	**1,109,468**	**315,405**	**1,424,873**	**-**	**-**	**-**	**1,550,000**	**1,550,000**
100.4. SALARIED EMPLOYEES AND PROFESSIONAL WORKERS										
SALARIED EMPLOYEES AND PROFESSIONAL WORKERS	10/04	0/02	1,059,066	31,899	1,090,965	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	648,000	648,000
PROGRAMME MANAGEMENT AND SUPPORT	2/00	4/00	425,952	36,000	461,952	-	-	-	-	-
1992-93 TOTALS	**12/04**	**4/02**	**1,485,018**	**67,899**	**1,552,917**	**-**	**-**	**-**	**648,000**	**648,000**
1990-91 TOTALS	**10/00**	**4/02**	**1,247,970**	**100,140**	**1,348,110**	**-**	**-**	**-**	**400,000**	**400,000**
100.5. CO-OPERATIVES										
PROMOTION AND DEVELOPMENT OF CO-OPERATIVES	3/04	-	338,640	-	338,640	8/05	4/10	1,124,244	-	1,124,244
CO-OPERATIVE HUMAN RESOURCES, LEGISLATION,RESEARCH AND INFORMATION	4/00	1/11	513,111	196,592	709,703	3/07	1/07	452,217	-	452,217
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	32,332,000	32,332,000
PROGRAMME MANAGEMENT AND SUPPORT	1/00	3/02	277,950	34,691	312,641	-	-	-	-	-
1992-93 TOTALS	**8/04**	**5/01**	**1,129,701**	**231,283**	**1,360,984**	**12/00**	**6/05**	**1,576,461**	**32,332,000**	**33,908,461**
1990-91 TOTALS	**8/06**	**5/04**	**1,160,556**	**157,687**	**1,318,243**	**11/00**	**5/02**	**1,405,254**	**23,800,000**	**25,205,254**

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
100.6. HOTELS AND TOURISM										
HOTELS AND TOURISM	6/05	-	651,882	14,260	666,142	3/08	1/06	456,042	-	456,042
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	11,200,000	11,200,000
PROGRAMME MANAGEMENT AND SUPPORT	0/11	2/10	250,920	30,400	281,320	-	-	-	-	-
1992-93 TOTALS	**7/04**	**2/10**	**902,802**	**44,660**	**947,462**	**3/08**	**1/06**	**456,042**	**11,200,000**	**11,656,042**
1990-91 TOTALS	**5/04**	**3/06**	**736,746**	**261,860**	**998,606**	**2/08**	**1/06**	**354,450**	**7,155,300**	**7,509,750**
100.7. INDUSTRIAL MEETINGS										
INLAND TRANSPORT COMMITTEE	-	-	-	280,000	280,000	-	-	-	-	-
ADVISORY COMMITTEE ON SALARIED EMPLOYEES AND PROFESSIONAL WORKERS	-	-	-	265,000	265,000	-	-	-	-	-
FOURTH TRIPARTITE TECHNICAL MEETING FOR THE LEATHER AND FOOTWEAR INDUSTRY	-	-	-	185,000	185,000	-	-	-	-	-
IRON AND STEEL COMMITTEE	-	-	-	265,000	265,000	-	-	-	-	-
BUILDING, CIVIL ENGINEERING AND PUBLIC WORKS COMMITTEE	-	-	-	280,000	280,000	-	-	-	-	-
METAL TRADES COMMITTEE	-	-	-	285,000	285,000	-	-	-	-	-
STANDING TECHNICAL COMMITTEE FOR HEALTH AND MEDICAL SERVICES	-	-	-	110,000	110,000	-	-	-	-	-
JOINT COMMITTEE ON THE PUBLIC SERVICE	-	-	-	115,000	115,000	-	-	-	-	-
TRIPARTITE MEETING ON SOCIAL AND LABOUR ISSUES IN THE PULP AND PAPER INDUSTRY	-	-	-	130,000	130,000	-	-	-	-	-
TRIPARTITE MEETING ON SAFETY AND RELATED ISSUES ON OFFSHORE PETROLEUM INSTALLATIONS	-	-	-	110,000	110,000	-	-	-	-	-
MEETING OF EXPERTS ON ACCIDENT PREVENTION ON BOARD SHIP	-	-	-	58,000	58,000	-	-	-	-	-
TRIPARTITE MEETING ON CONDITIONS OF EMPLOYMENT AND WORK OF PERFORMERS	-	-	-	80,000	80,000	-	-	-	-	-
TRIPARTITE MEETING ON THE EFFECTS OF TECHNOLOGICAL CHANGES IN THE CLOTHING INDUSTRY	-	-	-	130,000	130,000	-	-	-	-	-
UNDEFINED SMALLER MEETING (1)	1/01	-	110,058	130,000	240,058	-	-	-	-	-
UNDEFINED SMALLER MEETING (2)	1/01	-	110,058	130,000	240,058	-	-	-	-	-
PREPARATION OF REPORTS	-	-	338,640	-	338,640	-	-	-	-	-
1992-93 TOTALS	**2/02**	-	**558,756**	**2,553,000**	**3,111,756**	-	-	-	-	-
1990-91 TOTALS	**2/10**	-	**602,018**	**3,198,600**	**3,800,618**	-	-	-	-	-

Major Programme 110. Social Security

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
110.1. SOCIAL SECURITY										
LEGISLATION AND DEVELOPMENT	15/02	4/00	1,763,580	93,500	1,857,080	1/00	0/09	143,361	4,071	147,432
FINANCIAL ORGANISATION	11/00	4/00	1,340,280	91,000	1,431,280	0/07	0/03	73,185	-	73,185
TECHNICAL CO-OPERATION	-	-	-	299,520	299,520	-	-	-	5,130,000	5,130,000
PROGRAMME MANAGEMENT AND SUPPORT	2/03	4/04	529,626	37,000	566,626	-	-	-	-	-
1992-93 TOTALS	**28/05**	**12/04**	**3,633,486**	**521,020**	**4,154,506**	**1/07**	**1/00**	**216,546**	**5,134,071**	**5,350,617**
1990-91 TOTALS	**28/10**	**12/04**	**3,675,816**	**730,425**	**4,406,241**	**1/00**	**0/10**	**148,002**	**3,000,000**	**3,148,002**

110.1. The activities envisaged under this major programme in the biennium 1992-93 will be directed towards the following objectives:

a) the sound development in member States of income maintenance, income support and medical care systems that are in harmony with prevailing national economic and social conditions;

b) internationally compatible levels of minimum social security protection through the promotion of relevant ILO standards; and

c) equality of treatment between nationals and non-nationals in social security (as well as adequate safeguards of the social security rights of migrant workers) through suitable bilateral or multilateral co-ordination of relevant national legislation.

110.2. In the biennium 1992-93, special attention will be given to the development of social security systems in countries undergoing the transition from a centrally planned to a market-oriented economy, in particular by provision of technical advisory services. This major programme will also collaborate in the preparation of a symposium on equality between men and women with regard to social security in the context of programme 140.2 (Equality for women in employment).

110.3. The development of social security systems and their constant review and adaptation to changing economic and social requirements will continue to be a major challenge for governments and employers' and workers' organisations in the 1990s. This is particularly relevant in those member States now embarking on the transition from a centrally planned to a more market-oriented economy. Ultimately, each society has to develop its own approach to social security coverage, administration and finance within the broader context of its own cultural and political values and its level of development. It is against this background that the constitutional mandate of the ILO in the field of social security and the support that it gives to its constituents' activities towards the achievement of these objectives need to be considered.

110.4. The ILO commitment is not confined to the traditional international dimension of social security, conceived and understood essentially as a standard-setting function to encourage the harmonisation of social security systems in member States. A major ILO commitment, emerging perhaps as the predominant aim as the end of the century approaches, concerns assistance to the large number of Third World countries which are in the process of developing and expanding their social security systems. ILO constituents in these countries require tangible assistance from the Organisation. Such a vast enterprise cannot be sustained by the ILO regular budget alone. Substantial extra-budgetary resources from UNDP, funds-in-trust and international financial institutions are expected to cover most of the cost of ILO operational activities to develop social security and social protection.

110.5 The resources for this major programme are to be reduced by some $252,000 compared with the previous biennium. This reduction is associated with a decrease of $33,280 in RBTC resources, the equivalent of 0/05 Professional work-year in staff costs and some $176,000 in non-staff costs. On the other hand an increase in Programme Support Income, amounting to 0/07 Professional work-year, associated with a growing volume of technical co-operation in this field, is reflected in the resource table above.

Legislation and development

110.6. The objective of this subprogramme is to improve the performance, delivery and legislative framework of social security programmes, including health care programmes. Particular objectives include the promotion of wider and more general access to systems of social protection, the enhancement of benefits, and their equitable distribution among members of the population, including migrants. Training and dissemination of information are important means of action to achieve these goals.

Health care strategies in developing countries

110.7. Two key issues in the expansion of social security-based health care schemes in developing countries are: the ways in which the coverage of the schemes can be extended; and the ways in which the quality, intensity and efficiency of the services that are provided can be improved. During past biennia, research activities in this area have focused sequentially on Latin America, Asia and Africa. Research was concentrated on typical patterns of providing health services through social security and on the methods of financing it. The findings have been discussed in expert meetings and summarised on a regional basis in various publications. In the biennium 1992-93 this information will be synthesised in order to identify the main problems in the field of social security health care and the potential solutions for developing countries. The work will be closely co-ordinated with the study on the financial structure of social security health care schemes to be carried out under the Financial organisation subprogramme, and will result in the publication of a reference book for planners and administrators on social security health care. The work will be carried out in close co-operation with the WHO.

Social security training materials

110.8. Staff training in the field of social security is one of the long-standing activities of the ILO. In past years, considerable efforts have been devoted to designing and implementing training programmes that strengthen the administrative and technical skills of social security managerial staff in developing countries. Training courses organised by the ILO, using core staff with the support of external collaborators, have demonstrably improved the efficiency of social security institutions in these countries. Such assistance will be provided to Eastern and Central European countries that are restructuring their social protection systems as part of the transition from planned to market economies. Nevertheless, it has become clear that the teaching materials on which these courses are based need to be entirely reviewed and updated with the aim of incorporating new technical materials and teaching methods. During the biennium 1990-91, with the help of training specialists, new basic training materials have been specially designed on an experimental basis. In co-operation with the Turin Centre, this activity will be expanded, new teaching materials on social security will be produced and innovative techniques will be devised to improve the efficiency of the training courses organised by the ILO.

Social security for migrant workers

110.9. Since its creation the ILO has played an important role in helping to alleviate the hardships faced by migrant workers and refugees as a result of their social conditions. By placing the social rights of these workers at the forefront of its concerns, and by promoting international standards such as the Equality of Treatment (Social Security) Convention, 1962 (No. 118), and the Maintenance of Social Security Rights Convention, 1982 (No. 157), the ILO has designed a framework and provided guide-lines for solving many of the problems faced by these more vulnerable groups of workers. Although they have made substantial progress in implementing the principles embodied in these instruments, the industrialised countries frequently continue to ask the ILO for advice on questions related to migrant workers. Over the past few decades, developing countries have also been experiencing large migrations of workers. Member States recognise the importance of the problems associated with these migrations and they naturally turn to the ILO to help them solve such problems by applying the experience it has acquired in this field. In order to provide an adequate response to these requests, the ILO will develop its activities in a variety of fields of action. Assistance will be given in relation to the drafting of the bilateral and multilateral agreements that are needed and changes in existing instruments which become necessary because of modifications in social conditions and national legislation. Secondly, the ILO will provide advice on problems relating to the implementation of agreements that have been ratified. These activities often include the provision of assistance to improve the administrative and technical efficiency of the bodies entrusted with the task of managing the agreements by proposing sound structures, devising adequate procedures and forms, designing instruction codes, and training nationals in the various tasks involved. Providing training of this sort involves considerable research and information gathering in the field. These activities are closely linked to the work on migrant workers carried out under programme 60.6 (International migration for employment).

Social Security Information System

110.10. Over the past few years, the Social Security Information System has been developed with the aim of providing better access to a variety of information related to social security. Developed jointly with the ISSA within the overall framework of the International Labour Information System (ILIS), it has proved to be a valuable tool for information dissemination, and its output continues to increase in terms of both volume and quality. The system encompasses several data bases, including a legislative data base established in close collaboration with major programme 50 (International labour standards and human rights). As a source of information on international agreements, this data base is particularly relevant to the major programme's work on migrant workers. It also includes a statistical data base associated with the publication *The cost of social security*, which is described under the Financial organisation subprogramme. The system will increasingly be used to provide support to technical advisory and technical co-operation services.

Technical analysis of reports on Conventions and Recommendations

110.11. Technical analyses will be prepared of the periodic reports on ILO social security Conventions and Recommendations. (Over 30 Conventions and 20 Recommendations deal with social security matters.) Provision is also made for the technical analysis of periodic reports on the application of the European Code of Social Security and the Protocol thereto and for work undertaken on behalf of the Council of Europe in collaboration with major programme 50 (International labour standards and human rights), for which the Council pays the ILO a fee.

Service and support of technical co-operation

110.12. Technical co-operation with developing countries increased significantly during the biennium 1990-91. This trend is expected to continue. The social security systems in these countries face a number of severe problems as a consequence of the economic and financial crises which they have experienced, the restructuring which this has necessitated and the drastic changes which have been required in economic and social policies. In order to meet their objectives adequately, it is often necessary to redirect social security schemes by revising existing legislation or drafting new sets of laws, tightening financial management and enhancing the administrative and technical skills of those in charge of the schemes. The ILO is often requested to provide the necessary expertise in these fields and to assist in planning and eventually implementing the extension of the schemes to populations that were not previously covered by them. These activities are carried out within the framework of technical co-operation projects which are financed primarily by sources such as UNDP, the World Bank and other financial institutions, or by funds-in-trust set up by the recipient countries themselves. It is expected that extra-budgetary resources will cover a large share of the work involved in the many tasks associated with planning, monitoring and evaluating technical co-operation activities. However, the complexity of the problems that are being dealt with requires an increased commitment by the ILO to make available additional experienced core staff who are capable of eliciting the support of funding agencies and who are able to ensure timely and high-quality delivery.

Technical advisory services

110.13. Experience shows that social security policies and institutions have to adjust constantly to ever-changing social patterns and economic conditions, and that it is therefore necessary for them to carry out prospective planning in order to make the best use of resources. Governments and social security institutions often seek the ILO's advice on the measures or changes in policy or legislation that are contemplated in order to adjust to changing conditions. Maintaining the capacity to respond adequately and effectively to these requests with appropriate technical advisory services has traditionally been one of the major commitments of the ILO in the field of social security. Provision is additionally made for technical advisory services to Eastern and Central European member States and others that are experiencing severe social problems as a result of their transition from centrally planned to market-oriented economies. This work item also covers a broad spectrum of other activities, ranging from attendance at international meetings, co-operation with the United Nations and its specialised agencies and with other international or regional organisations active in the field of social security and social protection (OECD, EC, ISSA, IACSS), to studies, lectures and other forms of collaboration with governments, workers' and employers' organisations and research institutions. These activities include co-ordination with the ISSA. The ILO co-operates with the ISSA in the preparation of conferences and meetings and provides it with the necessary technical reports on matters within its area of competence. Close and effective co-operation with international financial institutions and regional development banks will also continue to be developed and improved.

Financial organisation

110.14. The objective of this subprogramme is to promote efficient financial structures in social security programmes, both in terms of their income from contributions and investments and the benefits that they provide. An important associated objective is the development of social security systems compatible with the prevailing economic and demographic situation, which assist in raising employment levels and standards of living.

110.15. One of the basic tasks of member States in relation to the financing and economic impact of social security programmes is the design and implementation of financial and actuarial strategies appropriate to the national context. Demographic and economic trends are constantly under scrutiny at the national level, and when social security schemes are affected by financial problems, pressures develop in favour of changes in policy and the reform of such schemes. Critical policy issues include the financing of benefits for the aged and the disabled, and the rising cost of medical care benefits either under health insurance schemes or national health services. A related issue is to find alternative ways of financing social security benefits so as to stimulate employment, economic growth and international competitiveness.

International statistics on the cost of social security

110.16. Since its inception in the 1950s, the ILO's triennial International Inquiry into the Cost of Social Security has been a unique source of comparative data on the financial transactions of national social security programmes. The number of countries covered has progressively increased, and the twelfth Inquiry, published in 1988, covered 117 countries. The opportunity was taken with the thirteenth Inquiry to revise the questionnaire substantially and to extend it to include a special topic, namely, the cost of special schemes for public employees. In future a different special topic will be chosen for investigation in each issue of the inquiry. The data processing system developed for the twelfth Inquiry is being further refined and improved. A data base has been set up and is accessible to authorised external users. Following the publication of the results of the thirteenth Inquiry at the end of 1990, data will be collected for the fourteenth Inquiry, covering the period 1987-89. The ILO's constituents, as well as a broad range of specialists, rely on the statistical series contained in the Inquiry for comparative analysis of the financial development of social security and for other economic studies.

The financing of social security pension schemes in developing countries

110.17. Social security schemes in many developing countries are facing problems as regards their financing. This applies in particular to pension schemes providing old-age, invalidity and survivors' benefits. The financial systems initially adopted for the schemes were generally an intermediate stage between pay-as-you-go and fully funded systems. They were considered appropriate in the light of the prevailing economic conditions and had the dual advantage of maintaining a stable contribution rate for a limited, though appreciable, period and of accumulating reserve funds which could be invested for economic growth. The long-term financial equilibrium of the schemes depended, among other factors, on the security of the reserves, the achievement of a real yield on investments, the collection of all due contributions and observance of the commitment to raise the contribution rate at appropriate times. Periodic actuarial valuations were supposed to be carried out in order to keep the financial situation under constant review and significant benefit improvements were supposed to be accompanied by the necessary adjustment of the contribution rate, as dictated by actuarial considerations. In addition, the financial autonomy of branches was essential in schemes that operated different benefit branches. The information available to the ILO indicates, however, that actual experience has often departed from what was originally planned, sometimes to such an extent that the financial equilibrium of the schemes is under serious threat. The problem has been compounded in some countries by the effects of structural adjustment policies. An in-depth study will therefore be carried out of social security pension schemes in selected developing countries from different regions. The study will extend, where possible, over their entire life-time. As well as leading to recommendations for corrective measures, the study will be of particular importance for countries with national provident funds that are contemplating a change-over to a pension scheme, and will provide a firm basis for future ILO policy advice and recommendations. The results of this work will be published.

The financial structure of social security health care schemes

110.18. As a complement to the methodological work undertaken in the biennium 1990-91, and as background to the study on health care strategy described under the Legislation and development subprogramme, a quantitative analysis will be undertaken to compare the financial structure of social security health care schemes in developing countries in different regions and at various stages of development. The study will compare the composition of the total expenditure of the schemes, the unit cost and the utilisation patterns in key categories of services. It will then analyse the observed differences in cost and utilisation and identify the main determinants of the differences. In particular, differences of cost and utilisation will be related to the cost determinants that lie within the exclusive responsibility of the schemes, such as patterns of service delivery, methods for the payment of providers and management structure. The results of the study will be published and will enhance the ILO's capacity to provide financial, actuarial and quantitative economic advice in the field of health care. The study will also assist social security managers at the national level to identify areas for cost containment in their schemes.

International Actuarial Service

110.19. In order to assess the financial viability of social security schemes, periodic financial and actuarial valuations are undertaken at the national level. These valuations are usually statutory requirements. In addition, a valuation is necessary whenever a major modification to a scheme is under consideration, or for example, if a provident fund is to be converted into a comprehensive social insurance pension scheme. Pension scheme valuations must take into account not only the rate of return on the investment of social security funds, but also the nature and quality of the assets held in trust by the scheme. They should also give due consideration to the relationship between social security financing and the economy as a whole. The Office, which is the only United Nations agency with a clear mandate in this field, has developed a recognised expertise in these valuations, as well as in computer applications for producing demographic and financial projections extending over several decades. This expertise is made available to ILO constituents through the International Actuarial Service, which is covered by this subprogramme. The Office regularly receives a large number of requests for technical co-operation in this area, mainly from developing countries. Moreover, the increased interest in many developing countries in the provision of medical care through social security calls for the development and application of appropriate techniques to assess the financial equilibrium of health insurance programmes.

International Actuarial Service: Advisory and training activities

110.20. A second major component in the activities of the International Actuarial Service is training in social security actuarial and statistical techniques. In a number of developing countries the possibility of undertaking reliable valuations of their social security schemes is hindered by a lack of basic statistics concerning the schemes. Training activities carried out through the International Actuarial Service will therefore be focused on social security statistics, and in particular on the compilation of statistics on a continuous basis by social security institutions. The generic statistical plans that have been developed will be adapted to the specific needs of institutions. In appropriate situations, a study will be made of the feasibility of developing a computerised data base. In view of the expected increase in the requests received for these services, it is important to develop local statistical expertise and reliable data bases to facilitate and speed up actuarial valuations. Training will continue to be provided on the application of actuarial techniques to the valuation of social security schemes. A simplified actuarial pension projection model for use on microcomputers, which is in the final stages of development, will also be made available to countries on request, and the necessary instructions will be provided so that the model can be adapted for the investigation of specific actuarial questions.

Technical co-operation

110.21. Technical co-operation with developing countries, with Eastern and Central European countries that are undergoing the transition to a market economy, and with other countries experiencing rapid structural change, will be given high priority within this major programme. An increasing number of requests are being received from developing and Eastern and Central European countries wishing to benefit from ILO expertise in relation to the planning, legislation, organisation and expansion of their still limited social security systems. The largest share of the resources required to plan, implement, monitor and evaluate technical co-operation projects is expected to be provided by funding agencies such as UNDP, the World Bank and multi-bilateral donors, and also by recipient countries that are willing and able to pay for ILO technical advisory services. However, ILO technical staff will continue to be extensively involved in technical co-operation activities to ensure success in the development of social security and social protection schemes. Extra-budgetary resources are estimated at $5.1 million for the biennium 1992-93.

110.22. RBTC resources amounting to $299,520 will be used for short-term consultancies aimed at: assisting governments, social security institutions and employers' and workers' organisations; promoting the development of technical co-operation projects financed from extra-budgetary resources; and complementing the work of the regional advisers. These resources will also be used to organise study tours, provide individual training for senior officials and undertake high-level policy reviews at headquarters in conjunction with the regional programmes and other sponsors.

Major Programme 115. International Social Security Association

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
115.1. INTERNATIONAL SOCIAL SECURITY ASSOCIATION										
INTERNATIONAL SOCIAL SECURITY ASSOCIATION	-	-	-	432,294	432,294	-	-	-	-	-
1992-93 TOTALS	-	-	-	**432,294**	**432,294**	-	-	-	-	-
1990-91 TOTALS	-	-	-	**432,294**	**432,294**	-	-	-	-	-

115.1. ISSA is a non-governmental organisation founded in 1927. Its affiliate members are bodies and institutions responsible for the administration of social security schemes (at present 313 member institutions, comprising 240 affiliate and 73 associate members in 124 countries). ISSA is basically financed by membership dues and voluntary contributions. Its annual budget, including the direct ILO contribution, but excluding the value of premises and such administrative services as the ILO provides free of charge, is likely to amount to 6.6 million Swiss francs in 1992.

115.2. The activities of ISSA are planned through its own autonomous bodies (General Assembly, Council, Bureau) at the meetings of which the ILO is represented. By virtue of the ILO/ISSA agreement which dates from the establishment of ISSA, the staff members of its secretariat enjoy the benefit of ILO contracts of employment, and their salaries, immunities and conditions of work are thus governed by the ILO Staff Regulations. However, this staff is accountable solely to the management bodies of the ISSA.

115.3. In the ILO's technical programmes, full account is taken of the activities of ISSA since considerable benefits accrue from continued mutual co-operation. ISSA's activities are based on the exchange of information and administrative experience in social security and in occupational safety and health; they include the organisation of technical meetings at both world-wide and regional levels, training seminars, research and publications. The technical work of ISSA usefully complements that of the ILO.

115.4. The arrangement negotiated between the ILO and the ISSA provides that the subsidy to the ISSA is to be expressed as a dollar amount, and is to be earmarked to finance specific kinds of programme activities. For 1992-93 the amount of the subsidy is set at the same level in real terms as the previous biennium, that is $432,294. As foreseen under the terms of the arrangement, the amount of the subsidy will be adjusted in proportion to Professional standard costs from one biennium to the next. The kinds of programme activities for which the subsidy is to be used would in essence be the following: those of direct benefit to ISSA members in developing countries; those relating to the operation of the co-ordinated ILO/ISSA Social Security Information System which was launched in the previous biennium; and unforeseen activities to which the ILO and ISSA agree to assign high priority. These activities are implemented on the basis of programmes of work agreed by the Director-General and the President of ISSA and approved by the ISSA Council.

Major Programme 120. Labour Information and Statistics

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
120.10	DEPARTMENTAL MANAGEMENT	2/00	3/00	429,972	120,944	550,916
120.20	LIBRARY	22/10	31/06	4,073,982	931,000	5,004,982
120.30	STATISTICS	20/09	28/05	3,715,615	628,769	4,344,384
120.40	COMPUTER SYSTEMS	45/00	25/00	6,023,940	3,756,669	9,780,609
1992-93	**TOTALS**					
	REGULAR BUDGET	90/07	87/11	14,243,509	5,437,382	19,680,891
	OTHER SOURCES	6/06	3/07	863,160	1,386,762	2,249,922
1990-91	**TOTALS**					
	REGULAR BUDGET	92/01	83/11	14,155,969	4,965,518	19,121,487
	OTHER SOURCES	6/00	3/06	804,474	1,336,762	2,141,236

120.1. This major programme provides for the storage, processing, updating and dissemination both of internal administrative and financial data and of bibliographic, statistical and other information on world labour developments. Thus its objectives are:

a) to maintain the Office's databases in various technical fields and improve their coverage, quality and accessibility;

b) to provide bibliographical services and disseminate labour statistics in printed and computer-readable form and through telecommunication links; and

c) to provide the computerised information systems and data communication support required by the Office.

120.2. The main outputs of this major programme will be:

a) provision of central library and documentation services, including publication of *International Labour Documentation*;

b) co-ordination of the Office's information and documentation within the context of the International Labour Information System (ILIS);

c) technical reports on various topics in the field of labour statistics as well as co-ordination of Office activities in this field;

d) publication of the *Year Book* and *Bulletin of Labour Statistics* (including the October Inquiry issue) and the series *Statistical Sources and Methods*; and

e) provision of data processing, data communication support and computer services for the Office as a whole.

120.3. The presentational and organisational changes in this major programme are as follows. In 1990 the *Social and Labour Bulletin* and the *World Labour Report* were transferred from this major programme to programme 180.3 (Periodicals). The ILO contribution to the Advisory Committee for Co-ordination of Information Systems (ACCIS), previously shown under this major programme, is now shown under major programme 290 (Other budgetary provisions) together with the ILO contributions to other inter-agency bodies. The subprogramme structure of programme 120.4 (Computer systems) has been reorganised in order to enable this programme to respond more effectively to the needs of the rapidly increasing number of officials who now have access to a personal computer or computer terminal. Finally, as a result of the growth in the number of personal computers throughout the Office, it is more convenient to group the resources for the maintenance of these machines together under this major programme, instead of including the resources required under each of all the other major programmes. The amount now shown for this purpose under programme 120.4 is $882,500.

120.4. The resources provided for this major programme are increased by approximately $559,000 compared with the biennium 1990-91. This figure includes the following increases and reductions in the resources for individual programmes: a decrease of some $37,000 for programme 120.1 (Departmental management); a decrease of some $402,000 for programme 120.2 (Library); an increase of some $140,000 for programme 120.3 (Statistics); and an increase of some $858,000 for programme 120.4 (Computer systems).

120.5. The main concern has been to strengthen programme 120.4 (Computer systems) as far as possible, since demands for its services have grown considerably over past biennia with the advent of personal computers and since there is an urgent need to reinforce and replace ageing mainframe systems. The main components in this increase include staff (3/00 Professional and 2/06 General Service work-years), particularly to reinforce the user support group, and an amount of $660,000 for the rental or leasing of computer equipment. There is also a significant reduction ($493,000) in the provision for work to be done by the International Computing Centre, since more work will be done in the ILO.

120.6. Other changes in resource provisions are the following. Under programme 120.1 (Departmental management), an economy of 1/00 General Service work-year is envisaged. An economy of 2/00 Professional work-years under programme 120.2 (Library) is envisaged in relation to the abstracting of documents, since experience has shown that it is cost-effective to use external collaborators as far as possible; a corresponding increase of $100,000 is necessary in external collaboration resources. The resources provided for programme 120.2 (Library) have also been reduced by 0/06 Professional work-years and 0/06 General Service work-years under the bibliographic and indexing section since the production of specialised bibliographies has been eliminated, by 0/01 Professional work-year for ILIS, by 0/07 Professional work-year for thesaurus development, and by 1/00 General Service work-year in secretarial services. Under programme 120.3 (Statistics) there is an increase of some $140,000 due in part to the fact that two meetings are to be held instead of one in the biennium 1990-91, and also to a net increase of some $62,000 in staff costs, associated with an addition of 4/00 General Service work-years, offset by a reduction of 1/07 Professional work-years.

120.1. Departmental management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	3/00
NON-STAFF COSTS EXCLUDING RBTC	$47,000
RB TECHNICAL CO-OPERATION (RBTC)	$73,944
TOTAL	**$550,916**
OTHER SOURCES	-

120.7. This programme covers the co-ordination of activities under the major programme (including ILIS and the RBTC resources allocated for ILIS-related field projects) and provides resources for departmental management and administrative and secretarial support. Emphasis will be placed on managing the activities under this major programme in such a way as to improve the quality and increase the scope of the information services provided to member States.

120.8. The RBTC resources shown here will be used for seminars, advisory missions and training relating to the International Labour Information System (ILIS). At the national level, emphasis will be placed on activities which promote national labour information networks in which employers' and workers' organisations participate.

120.2. Library

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	22/10
GENERAL SERVICE WORK-YEARS	31/06
NON-STAFF COSTS EXCLUDING RBTC	$931,000
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$5,004,982**
OTHER SOURCES	-

120.9. This programme has two general objectives: to make available to the ILO and its constituents an international information service on social and labour questions; and to provide member States and the ILO's field offices with the tools to make effective use of ILO information and labour information from other sources.

120.10. The following objectives correspond to the three subprogrammes detailed below: to provide officials and constituents with documents, references or referral to appropriate sources of information; to identify, select, acquire and process published and unpublished material from all member States reflecting the ILO's programme interests; and to increase use of the information collections and services of the Office and of labour information produced elsewhere through the application of common methodologies and retrieval tools and the provision of training and advice.

Information services

120.11. The function of this subprogramme is to provide access to the library's collections. Its operations include the circulation, reproduction and loan of documents and the provision of a wide range of reference and information services both for outside users and for ILO officials. These services include the preparation of computer-based bibliographies, on request and in anticipation of need, the preparation of the monthly journal of abstracts, *International Labour Documentation*, the production of subject indexes for the *International Labour Review* and *Labour and Society* and the dissemination of the LABORDOC database via telecommunications, on magnetic tape and on diskettes for use with micro-computers. Emphasis will continue to be placed on the application of new technologies to improve services to ILO constituents and within the Office.

Information processing

120.12. This subprogramme is concerned with maintaining the information base required of a world library specialised in labour questions. Activities include the selection, acquisition, cataloguing and analysis of the books, articles, periodicals and documents from all over the world which make up the documentation bank of the Office. Several hundred books each month are purchased or selected from donations for inclusion in the collection and some 8,000 periodical titles are processed each year. Selective collections are maintained of international organisation documents, labour statistics and legislation. Special efforts will be made to identify and collect new material in fields covered by the priority themes set out in the Programme and Budget and by the interdepartmental projects. However, a reduction in the acquisitions budget will require the development of the collection to be limited in other areas.

120.13. Nearly 600 titles and abstracts are stored each month in LABORDOC, the library's main computerised database which now contains over 170,000 references. LABORDOC is available outside the ILO through some ILO field offices and regional centres, commercial networks and non-profit institutes. Eleven departmental documentation centres feed information into the database and apply the same cataloguing rules and key words from the *ILO Thesaurus* to identify subject content. The Thesaurus is a controlled vocabulary relating to areas of interest to the ILO and its constituents; its use by other departments of the ILO, by regional centres and field offices and by institutions in member States facilitates the sharing of information. Savings will be made in the biennium 1992-93 by converting 2/00 Professional work-years, which were used for abstracting documents in LABORDOC, to external collaboration.

120.14. Other databases maintained in the library contain information about all ILO documents, and about the library's periodicals collection.

International Labour Information System (ILIS)

120.15. The main emphasis in the development of ILIS in the biennium 1992-93 will continue to be placed on enabling ILO field offices and institutions in member States to make more effective use of ILO information services and of labour-related information in general. Within the ILO, emphasis will be given to co-operation with major programme 50 (International labour standards and human rights) to further develop the full-text database on international labour Conventions and their application, and to improve the database on national labour and social security legislation. In addition, a joint examination will be made under programmes 120.2 (Library) and 120.3 (Statistics) of the extent to which national publications on labour statistics can be used to respond to information requests from member States.

120.16. Information about ILO information services, programmes and expertise will be accessible through the ILIS Referral System to countries with telecommunication links with the ILO. Work will focus on making the system more user-friendly and on including in it other types of ILO information, particularly statistics and textual information on international labour Conventions and their application. For countries where telecommunication links have not yet been established but where computers are used for information processing, information will be transmitted on diskettes, magnetic tapes and eventually on CD-ROM.

120.17. In some member States the ILO's constituent and partner institutions do not have access to information services to support their own activities in the labour field. An important element of the ILIS programme will therefore continue to be the provision of advice and training on the organisation of labour information services which draw as much as possible on existing sources of information and facilitate the sharing of information and experience between institutions and among countries. These services will be closely co-ordinated with the regional centres and ILO offices and will be made available to all ILO constituents as well as to research institutes addressing labour issues.

120.18. The establishment and strengthening of information services in labour ministries is a major concern because of the catalytic role they can play in organising national labour information networks and encouraging information sharing. Close co-operation will therefore be maintained with the regional labour administration centres on the development of appropriate tools and training programmes in the field of labour information management.

120.3. Statistics

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	20/09
GENERAL SERVICE WORK-YEARS	28/05
NON-STAFF COSTS EXCLUDING RBTC	$628,769
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$4,344,384**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	0/06
GENERAL SERVICE WORK-YEARS	0/01
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP	**$58,686**
TECHNICAL CO-OPERATION	$1,350,000

120.19. This programme, which is the focus of the ILO's statistical activities, has three major objectives: to propose international standards for labour statistics; to assist member States to apply these standards and in so doing to enhance their capability to produce useful, reliable and comparable labour statistics; and to provide users all over the world with the most important labour statistics for as many countries as possible. The first objective is met through the development of guide-lines, in one form or another, in consultation with national experts and the social partners, for adoption by the International

Conference of Labour Statisticians (ICLS) and, where relevant, the competent bodies in the United Nations system. The second objective requires the provision of technical assistance to member States for the practical application of these standards and the use of the resulting information. The third objective is achieved by the dissemination of labour statistics, mainly in the form of regular publications containing key labour statistics and methodological descriptions of the sources of this data, and occasional publications on particular subjects. Much of this information is available in machine-readable form.

Development of labour statistics

120.20. The objective of this subprogramme is to establish new statistical standards and revise existing ones, with a view to assisting member States to develop their national statistical systems and reduce unnecessary incompatibilities between national statistics. Manuals will also be produced in order to set out the practical implications of resolutions and recommendations of the ICLS.

Fifteenth International Conference of Labour Statisticians (ICLS)

120.21. The 15th ICLS will be held in Geneva for ten calendar days, late in 1992 or in the first month of 1993. Its agenda will be determined by the Governing Body. However, the Director-General envisages that his proposals for the agenda will concern new statistical standards in the form of resolutions relating to: statistics of strikes and lock-outs (following the meeting of experts in 1990), the measurement of employment in the informal sector; and the classification of status in employment (as employer, employee, own-account worker, etc.). Reports and draft resolutions will be prepared for adoption by the ICLS on these topics. In addition, it is proposed to hold preliminary discussions on other subjects, including statistics of income from employment, the framework for a labour accounting system and statistics of absence from work. In accordance with past practice, travel expenses and subsistence allowances (ten days in Geneva) will be paid by the Office for six experts nominated by the Employers' group and six nominated by the Workers' group of the Governing Body ($46,000).

Meeting of Experts on Labour Statistics

120.22. A meeting of experts will be organised early in 1992 on two of the subjects to be discussed by the 15th ICLS, namely: the measurement of employment in the informal sector; and the classification of status in employment. The necessary extensive consultations with national experts and the social partners will therefore have taken place for all three topics prior to the presentation of draft resolutions to the 15th ICLS. The meeting will be held in Geneva and will last ten calendar days. It will be attended by 21 experts nominated by the Government group of the Governing Body, eight by the Employers' group and eight by the Workers' group ($105,000). The first five working days will be devoted to the major topic, the statistical measurement of informal sector employment. Discussions during the three final working days will concentrate on the revision of the International Classification of Status in Employment. As far as possible, experts on both subjects will attend the whole meeting.

Conventions Nos. 63 and 160

120.23. ICLS resolutions are mentioned by implication in the Labour Statistics Convention, 1985 (No. 160). This Convention, along with the Labour Statistics Recommendation, 1985 (No. 170), provides an effective basis for member States to develop comprehensive national programmes on labour statistics. Government reports on Convention No. 160, as well as the earlier Convention concerning Statistics of Wages and Hours of Work, 1938 (No. 63), will continue to be examined. This will involve a substantial increase in work due to further ratifications of the Convention (about 20 in early 1990) and the complexity of the nine topics covered by its provisions. Assistance will continue to be provided to member States on the application of international statistical standards to help them produce and analyse useful and reliable labour statistics. This assistance will take the form of technical advisory services and service and support of technical co-operation.

Technical advisory services

120.24. The widest impact in the field of labour statistics is obtained through the provision of direct technical advisory services to member States, either by headquarters staff or by regional advisers. Missions, seminars and direct communications assist, train and guide labour statisticians in ministries of labour, national statistical offices, employers' and workers' organisations and other appropriate national institutions. The regional advisers on labour statistics in Africa and the Asian and Pacific region and the regional expert whose duties are carried out within the framework of the United Nations Household Survey Capability Programme (UNHSCP) in Africa will continue to work in close contact with headquarters staff. Following on from the work undertaken in 1990-91, extra-budgetary resources are expected to be available to increase assistance to Eastern European countries in order to develop the statistics required by their new economic systems, and particularly statistics on prices, unemployment and the labour force.

Service and support of technical co-operation

120.25. The ILO Bureau of Statistics will expand its involvement in technical co-operation projects, which provide the most direct assistance on labour statistics to member States. The work covered by this subprogramme will include the administrative and technical backstopping for these projects, which will mainly be financed by UNDP. Many of these projects are jointly administered with other ILO major programmes and involve interdepartmental collaboration. Projects in Egypt, Ethiopia, the United

Republic of Tanzania and Zambia will be continued from the biennium 1990-91.

120.26. Further steps will be taken to develop the ILO's capacity to provide specialised training in labour statistics to national producers and users of the statistics. Following the training course held in 1991 for French-speaking labour statisticians mainly from Africa, regular training courses will be organised at the Turin Centre, financed by extra-budgetary resources to the extent possible. Manuals on the standards in the field of labour statistics adopted by the ICLS will be gradually produced and will form an integral part of these courses. They will provide practical guidance on all aspects of the statistics covered by the international standards, including objectives and uses, concepts and definitions, survey and questionnaire design, field work and data collection, data processing and estimation, data evaluation and publication.

Collection, analysis and dissemination of labour statistics

120.27. A major continuing task of the ILO Bureau of Statistics is to collect and disseminate as much information as possible regarding labour and the conditions of work and life of workers throughout the world. This information, both quantitative and methodological, is needed by a wide range of users both outside and within the ILO. It is used by many countries, inter alia, to assess their own situation or progress with regard to others in the same or other regions and to help in the analysis of economic and social conditions and in the choice of suitable strategies or policies. It provides an input for a number of major programmes, including major programme 60 (Employment and development), 100 (Sectoral activities) and programme 80.2 (Labour law and labour relations), and is used in many Office reports and publications. An extensive computer database on labour statistics has been developed, from which the Bureau's printed publications are prepared. Many users have direct access to parts of this database through the International Computing Centre or can obtain data in machine-readable form. New topics which are the subject of work under the Development of labour statistics subprogramme are added to the database from time to time.

120.28. Work will begin on the development of special databases on selected topics, such as informal sector employment, the education level of workers, public sector employment, statutory minimum wages and labour productivity. These data are required by many users, both within and outside the ILO. For example, data on informal sector employment are needed for the development of policies concerning this sector. As yet, regular, comprehensive and comparable international data are not available on these topics, so that the statistics which have been compiled cannot form part of the ILO's normal programme of information dissemination activities, although they can be provided to users in printed or machine-readable form.

Year Book and Bulletin of Labour Statistics

120.29. The ILO Bureau of Statistics will continue to improve the quality and quantity of information published in the *Year Book* and *Bulletin of Labour Statistics* and their presentation. New tables will be introduced in the *Year Book*, showing data on employed and unemployed workers according to levels of education. There is a growing demand for this information, which is directly concerned with labour and which is not published or compiled by other UN agencies.

120.30. The annual supplement to the *Bulletin of Labour Statistics* will continue to present the results of the ILO October Inquiry, a world-wide annual survey of wages and hours of work presently relating to 159 occupations in 49 industry groups and the retail prices of 93 food items. The Inquiry is a major source of international data on occupational wages, hours of work and comparative food prices.

120.31. The work of dissemination also includes the preparation of summaries and analyses of the statistics collected, in press releases, articles and reports which are prepared as contributions to the work of other major programmes.

Statistical sources and methods

120.32. The ILO has adopted the principle that it is essential to provide the users of its statistics with methodological descriptions of every series covered in its database. These descriptions enable users to understand the sources and definitions underlying the data, as well as its reliability and past history, and to make comparisons between countries. These descriptions are disseminated in the *Statistical Sources and Methods* series, of which five volumes are already available. This series will continue to be updated and expanded. At least two volumes of the series, either new or updated will be produced each biennium and published and distributed together with the scheduled *Year Book*. In the biennium 1992-93, a new volume on statistics of strikes and lock-outs will be issued, together with the revised edition of Volume 2 (employment, wages and hours of work from establishment surveys) expanded to cover labour costs, for which the basic work is being carried out in the biennium 1990-91.

120.33. Work will be started on the compilation of methodological practices relating to statistics of occupational injuries, with a view to issuing a new *Statistical Sources and Methods* volume on this topic in the biennium 1994-95. This work will support the code of practice on the reporting and notification of occupational injuries to be prepared under programme 90.2 (Occupational safety and health).

Household income and expenditure

120.34. The ILO will continue to collect, analyse, update and publish the methodologies used in new surveys of household income and expenditure throughout the world, as a continuation of the work undertaken in the two preceding biennia. Comparative statistics on the structure, composition and distribution of household income and expenditure from these surveys will also be compiled and published, in collaboration with major programme 60 (Employment and development) and the Statistics Division of FAO.

Employment and unemployment estimates

120.35. Work will continue from the previous biennia on the ILO comparable annual employment and unemployment estimates for certain member States, with a view to their regular publication in the *Year Book* and also to the publication of the corresponding methodology. The main objective is to produce annual series of employment and unemployment estimates in a standardised format for about 50 countries. These series will be adjusted taking account of the resolution adopted by the 13th ICLS (1982). In the biennium 1992-93, the data will be issued in the form of supplementary tables in the *Bulletin of Labour Statistics*. The estimates will be made consistent with the OECD data on "standardised unemployment rates". This activity is closely related to the preparation of labour force estimates and projections, which will need to be revised to take into account the estimates on employment and unemployment.

Cataloguing statistical publications

120.36. The labour statistics currently being made available to users by the ILO consist principally of: the data appearing in ILO statistical publications, which are generally contained in the computer database; and the statistical collection in the Library. The latter is a unique collection, containing a vast wealth of information, but it cannot be exploited efficiently, as the retrievable data consist only of the titles of the national statistical publications. No information is catalogued regarding the contents of these periodicals, so that an extensive search of the individual national publications is needed in order to attempt to respond to requests for data that are not compiled by the Bureau of Statistics. Such attempts are time-consuming, and not always successful. A feasibility study will therefore be undertaken for the development of a system to catalogue the contents of the statistical publications received in the ILO Library. This system will greatly enhance the ILO's capacity to indicate precise national sources in response to the growing number of requests for statistical information that is not already contained in the Bureau of Statistics' database.

120.4. Computer systems

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	45/00
GENERAL SERVICE WORK-YEARS	25/00
NON-STAFF COSTS EXCLUDING RBTC	$3,756,669
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$9,780,609**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	6/00
GENERAL SERVICE WORK-YEARS	3/06
NON-STAFF COSTS	$36,762
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$841,236**
TECHNICAL CO-OPERATION	-

120.37. This programme comprises the activities associated with the design and implementation of policies, procedures and strategies governing the optimal use of information technology in the Office. Its activities include the provision of Office-wide facilities and services for the development, operation and maintenance of computerised information systems, office automation, data communications and user support services, and responsibility for the introduction of new information technology in the Office. In more specific terms, it covers the provision of applications development and maintenance services, data processing and communications facilities and support, and user support services for the following functions:

- administrative and financial: including headquarters and field office accounts, payroll, budget preparation, technical co-operation accounts, pension and health insurance records and accounts, personnel management and administration, staff obligations, candidate rosters, acquisition of technical co-operation equipment, telecommunications, mailing lists, publication billing and accounting, automated telex and facsimile, inventory and stock control of office equipment, furniture and supplies;
- technical: including labour statistics, econometric modelling, actuarial computations, large-scale information storage and retrieval facilities, library operations, occupational safety and health, quality of working life information, labour legislation information;
- word processing, micro-computer systems, office automation, telecommunications and network management, electronic mail, advanced document printing support, and general user support and training services.

120.38. In recent years there has been a major increase in the number of staff with access to office automation facilities and specialised information systems services through computer terminals and microcomputers. The considerable increase in the last decade in the number of work stations and associated printers necessitates the strengthening of the central computer and telecommunications network infrastructure. In particular it has become essential to increase the resources for the maintenance of the equipment and to augment the provision for training and support services to the increased number of users, while continuing to develop technical and administrative applications demanded by the user departments.

120.39. Many of the ILO's fundamental administrative and financial systems have been in operation for a number of years. They were introduced at a time when it was difficult to develop integrated systems with the existing software technology. In order to rationalise administrative procedures it is necessary to modernise these applications by the development and implementation of integrated financial and administrative management systems using modern software technology. Emphasis will also be given to the ILO's large store of information on labour questions, most of which is in textual form. This information is progressively being stored in computerised databases which can be accessed from computer work stations. A major increase in the demand for access to these databases is anticipated, both from headquarters staff and from users in member States. ILO information is a valuable asset and its effective management will require the establishment of an ILO corporate data strategy and a strengthened and formalised database management administration function.

120.40. Taking account of all these considerations the resources allocated to the programme are to be increased by 3/00 Professional work-years to support information technology in the regional and area offices, and to assist the significantly higher numbers of micro-computer users at headquarters. Moreover, it is essential to upgrade the central computer facilities in order to permit the continuing operation of the administrative, operational and financial applications.

120.41. The role of information technology in the Office has evolved rapidly in recent years and it has become necessary to restructure the programme in order to focus the limited staff resources on the current and future priority areas. The programme now comprises the following four subprogrammes, in addition to the Programme management and support subprogramme: Applications development and maintenance; User support services; Computer operations and technical services; and Database administration.

Applications development and maintenance

120.42. Provision is made under this subprogramme for the development and maintenance of systems in the following areas: accounting, budgeting, payroll, health fund, retirement pension plan, personnel management and administration, candidate rosters, acquisition of technical co-operation equipment, library, inventory and stock control, labour legislation information, occupational safety and health information, quality of working life information, and decentralised accounting, financial and personnel systems for the regional and field offices.

120.43. During the biennium 1992-93, priority will be accorded to: maintaining existing applications; developing the first phase of the PERSIS system; expanding the general accounting and financial management systems; and extending full-text database facilities for technical and legislative information.

User support services

120.44. The work covered by this subprogramme includes the provision of assistance to end-users to facilitate the effective and efficient use of the full range of information systems available in the ILO. This takes the following forms: a "hot-line" service to respond to user problems; assistance in the use of existing facilities such as word processing, micro-computer based packages (spread sheets, graphics, database management systems, project planning, desk top publishing), automated telex, electronic mail and facsimile and databases held at the ICC (International Computing Centre), or in the ILO (e.g. LABORDOC, ILOLEX); assistance to users for the development of small-scale applications; preparation of user guides and documentation; assistance to programme 160.2 (Personnel development) for the definition of training programmes and the organisation of specialised training courses; the development of Office-wide office automation facilities (such as electronic mail, forms design for laser printers, mailing lists); and the provision of advanced document printing support. The introduction and appropriate utilisation of information technology in the ILO is directly dependent on the level and quality of assistance provided under this subprogramme. The appropriate use of information technology is essential for the efficient operation of the external offices and plays an important role in supporting the Office's decentralisation objectives. As mentioned above the resources allocated to this subprogramme are to be increased by 2/00 Professional work-years, in order to provide regional support and by 1/00 Professional work-year to assist users at headquarters.

Computer operations and technical services

120.45. The work covered by this subprogramme includes the operation and management of: the IBM, Wang and Hewlett Packard central computer systems; the use of ICC computer services; Office data communications (both internal and external) and the network of micro-computers, terminals and printers; the establishment of production services and the co-ordination of input and output services; the establishment of security provisions and a disaster recovery strategy for the protection of the Office's information technology investment. The activities carried out under this subprogramme include processing some 600,000 computer jobs for user departments, and the printing and distribution of more than 4.5 million pages of reports annually. The non-staff costs cover the rental and maintenance of all the central computer facilities, ICC services, telecommunications and network management, and the computer supplies used by user departments. It has become essential to augment the processing capacity of the central computer facilities in order to meet the needs of the increasing number of users who need access to the various central computer systems, and to provide the processing capacity needed to cope with the increased size and complexity of these systems. The provision under this subprogramme for rental and maintenance is therefore increased by $660,000 to cover the cost of leasing equipment to increase the capacity of the central computer system.

Database administration

120.46. The activities covered by this subprogramme include establishing and maintaining an ILO corporate data strategy as well as co-ordinating the full range of ILO databases. "Corporate data" is the body of financial, administrative, operational, and specialised labour data, including textual information, which is required by many organisational units and/or is of strategic importance to the Office. In the past, specialised computer based systems have been developed to respond to the requirements of individual organisational units. However, significant improvements in the quality of information and in processing efficiency will be achieved through the establishment of integrated corporate databases in these areas. The ILO information base represents an important investment requiring careful management. The activities covered by this subprogramme include the management of the corporate databases and the provision of an infrastructure which will ensure the integrity, accuracy and security of corporate data. Because well-planned and organised data speed up the development of new applications, work will be carried out in close collaboration with the Applications development and maintenance subprogramme to define optimal database structures and ensure that appropriate data access and security arrangements are established.

Major Programme 120. Labour Information and Statistics

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RE-SOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RE-SOURCES
	P	GS				P	GS			
120.1. DEPARTMENTAL MANAGEMENT										
TECHNICAL CO-OPERATION	-	-	-	73,944	73,944	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	3/00	429,972	47,000	476,972	-	-	-	-	-
1992-93 TOTALS	**2/00**	**3/00**	**429,972**	**120,944**	**550,916**	-	-	-	-	-
1990-91 TOTALS	**2/00**	**4/00**	**485,664**	**102,050**	**587,714**	-	-	-	-	-
120.2. LIBRARY										
INFORMATION SERVICES	7/00	13/06	1,462,986	42,000	1,504,986	-	-	-	-	-
INFORMATION PROCESSING	11/00	15/00	1,952,892	835,000	2,787,892	-	-	-	-	-
INTERNATIONAL LABOUR INFORMATION SYSTEM (ILIS)	2/10	-	287,844	-	287,844	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	3/00	370,260	54,000	424,260	-	-	-	-	-
1992-93 TOTALS	**22/10**	**31/06**	**4,073,982**	**931,000**	**5,004,982**	-	-	-	-	-
1990-91 TOTALS	**26/00**	**33/00**	**4,479,228**	**927,468**	**5,406,696**	-	-	-	-	-
120.3. STATISTICS										
DEVELOPMENT OF LABOUR STATISTICS	8/06	2/04	993,480	244,000	1,237,480	0/06	0/01	58,686	-	58,686
COLLECTION, ANALYSIS AND DISSEMINATION OF LABOUR STATISTICS	11/03	24/01	2,509,159	379,669	2,888,828	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	-	-	-	-	-	1,350,000	1,350,000
PROGRAMME MANAGEMENT & SUPPORT	1/00	2/00	212,976	5,100	218,076	-	-	-	-	-
1992-93 TOTALS	**20/09**	**28/05**	**3,715,615**	**628,769**	**4,344,384**	**0/06**	**0/01**	**58,686**	**1,350,000**	**1,408,686**
1990-91 TOTALS	**22/01**	**24/05**	**3,603,303**	**601,038**	**4,204,341**	-	-	-	**1,300,000**	**1,300,000**
120.4. COMPUTER SYSTEMS										
APPLICATION DEVELOPMENT AND MAINTENANCE	18/00	4/00	2,051,424	21,000	2,072,424	6/00	3/06	804,474	36,762	841,236
USER SUPPORT SERVICES	11/00	7/00	1,507,356	757,732	2,265,088	-	-	-	-	-
COMPUTER OPERATIONS AND TECHNICAL SERVICES	12/00	10/00	1,836,024	2,966,937	4,802,961	-	-	-	-	-
DATA BASE ADMINISTRATION	2/00	-	203,184	2,500	205,684	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	4/00	425,952	8,500	434,452	-	-	-	-	-
1992-93 TOTALS	**45/00**	**25/00**	**6,023,940**	**3,756,669**	**9,780,609**	**6/00**	**3/06**	**804,474**	**36,762**	**841,236**
1990-91 TOTALS	**42/00**	**22/06**	**5,587,774**	**3,334,962**	**8,922,736**	**6/00**	**3/06**	**804,474**	**36,762**	**841,236**

Major Programme 130. International Institute for Labour Studies

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
130.1. INTERNATIONAL INSTITUTE FOR LABOUR STUDIES										
INTERNATIONAL INSTITUTE FOR LABOUR STUDIES	-	-	-	3,278,769	3,278,769	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	143,208	143,208	-	-	-	-	-
1992-93 TOTALS	-	-	-	**3,421,977**	**3,421,977**	-	-	-	-	-
1990-91 TOTALS	-	-	-	**3,651,427**	**3,651,427**	-	-	-	-	-

130.1. The objective of the International Institute for Labour Studies is to project the values and concerns of the ILO in ways not ordinarily available to the regular machinery of the Organisation. Its raison d'etre, in the words of a former member of the Governing Body, is to "do things that the ILO cannot do". The Institute's distinctive contribution to the ILO lies in three specific functions:

a) the *educational* function aims at promoting tripartism and awareness of the international dimension of labour issues among workers, employers and administrators through pedagogical programmes and the promotion of research networks linking practitioners with academics in areas of ILO concern. Complementing the ILO's training activities, the Institute's educational programme renews the constituencies of the Organisation by making future policy-makers familiar with the practice of tripartite dialogue and the techniques of social inquiry;

b) the *interface* function encourages regular dialogue between the ILO's tripartite constituents and academic and other communities. Such two-way communication is crucial in forming public attitudes in the long run. Through this "intermediary" function the Institute has opened "a fourth window" for the ILO. The Institute provides an informal facility for the ILO's tripartite constituents and senior staff to interact with public figures, parliamentarians, academics and journalists on a variety of social issues. Such interaction is not often possible in formal ILO structures where positions have to be taken publicly and agreements negotiated;

c) the *exploratory* function: a major role of the Institute is to open new *cross-sectoral perspectives* on social issues, and draw attention to *emerging needs* to pave the way for future ILO activities.

The Institute seeks to promote imaginative and focused exploration through its international academic networks; its discussion platforms; and its work on selected cross-sectoral issues.

130.2. Detailed programme and budget proposals for 1992-93 will be discussed by the Institute's Board in November 1991 and subsequently submitted to the Governing Body. The following are therefore preliminary indications of activities intended to be proposed to the Board in 1991 and are subject to the level of resources which will be available to the Institute. The main theme remains that proposed in the Institute's Medium-Term Plan (1990-95), and endorsed by the Board and the Governing Body: the role of labour institutions in economic development and social progress, and the way these institutions adapt to, and encourage, change.

130.3. The 1992-93 Programme and Budget has two aims. The first is to concentrate the substantive programme on the relationship between labour institutions and economic and social progress; to this end, the exercise will consolidate and build upon the outcome of past activities. Secondly, both through the choice of subjects and in the modalities of action, the proposals seek to promote greater complementarity, and a more active interface, with the work of the ILO.

130.4. During the period 1986-1990, the main theme was addressed through three programmes: New Industrial Organisation, Labour Markets, and Participation. These programmes have provided the Institute with new methodological and conceptual frameworks; created networks of researchers and practitioners; and produced a series of specific studies. The objective has been to move towards a synthesis of the findings, rather than to continue the programmes in these areas. Thus, in 1988-89 the Participation programme was phased out and its outcome integrated with the other substantive programmes and with the educational programme. The work done will contribute towards a synoptic view of the relationships between labour institutions, economic development and social equity. In 1992-93, the Institute will concentrate directly on these inter-relationships. This implies a shift of focus away from detailed labour market issues, and away from in-depth studies of the small firm sector, towards the broader issues of institutional change, social equity and growth. This calls for a greater integration of activities to focus on these central relationships. Such an evolution appears desirable in terms both of the broad theme laid down by the Governing Body and the Board and of the Institute's role in providing a "moving horizon" of new perspectives for the ILO, and it is consistent with the most efficient use of limited resources. The educational programme of the Institute will remain a key element of the Institute's activities and will continue to develop pedagogical material from the research outcomes of substantive programmes.

130.5. To enhance complementarity and interface with the work of the ILO, consideration is being given to the setting up of perspective analysis groups, each consisting of a team of officials from different ILO departments, to explore new areas likely to have significant implications for the future of the Organisation. To the extent that resources are available one or two such groups may be set up. The objective is to undertake prospective studies; to identify areas for future ILO research; and, where appropriate, to lay the conceptual basis for future interdepartmental projects. The work of these groups will be published by the Institute. To ensure broader participation, it is intended to involve practitioners and academics in informal exchanges with these groups in the course of their work.

Educational programme

130.6. The educational programme will continue to provide one international *internship course* each year on active labour policy development. The courses are intended for potential leaders in government and employers' and workers' organisations who have acquired some practical experience and are likely to rise to positions of greater responsibility in the future. Held in Geneva over a four-week period, they will be scheduled to coincide with sessions of the Governing Body and the International Labour Conference, thus enabling participants to observe how tripartism functions in practice at the international level. The course in 1992 will be held in French and the one in 1993 in English. In addition to international courses, the Institute will also continue to provide specialised courses on a regional, and, if resources are forthcoming, on a subregional or national basis. Such courses will concentrate on regional and national priorities, and will reflect the Institute's research findings. An example is training courses in labour market analytic techniques based on methodologies developed in the Institute. These courses were initiated in Africa and will be extended to other regions in 1992-93. Other courses will deal with the specific needs of workers, employers and governments in Central and East European countries as new social institutions evolve. These courses will be organised in collaboration with ILO regional departments or be held jointly with ILO technical departments.

130.7. Attention will also be given to strengthening the research and analytical capabilities of labour institutes in developing countries and in Central and Eastern Europe, taking into account the special needs of trade union and employers' institutes. The Institute will also facilitate contacts between such institutes. Such a "clearing-house" function, supported by networking and collaborative activities, could significantly promote and strengthen national institutions. Where possible, the Institute will assist developing countries in promoting labour studies and research, at the graduate and post-graduate level in universities and similar institutions.

130.8. It is intended to develop further the Institute's capacity of serving as *an informal forum* for an exchange of views on emerging – and sometimes controversial – issues which are more easily addressed in the Institute than in more formal bodies. The Institute can act as a sounding board for ideas not yet ripe for discussion in the ILO itself, or which are not yet defined in terms which can be readily addressed by the regular machinery of the Organisation. The Institute's freedom from the constraints of negotiation provides opportunities for frank and informal discussion. Depending on the theme of a meeting, participants may include employers, trade unionists, educationists, parliamentarians, government officials, journalists and key officials from the ILO and other international organisations. Roundtables of limited size (15-20 participants) for a short period (one to two days) will be designed to stimulate new thinking on topical themes. It is proposed to hold one or two such round tables in the biennium.

Substantive programme

130.9. Two points deserve emphasis. First, the Institute's role is to encourage and marshal external research networking in areas of ILO concern; and to assist countries, to the extent possible, in building their institutional capacity in the field of labour studies and research. The Institute itself cannot carry out extensive research or data collection. Secondly, the substantive programme will be reflected in, and carried forward through, the Institute's educational, publication and public discussion activities.

130.10. In 1992-93 the Institute's substantive programme will concentrate on the inter-relationships between labour institutions, industrial organisation and economic and social development. It will examine labour institutions and patterns of social and industrial organisation which underlie economic development, with the aim of analysing the extent to which different labour and social institutions are associated both with equity and with growth, and the reasons for these associations. The term "institutions" as used here means the economic and social structures which regulate labour use. This encompasses not only overt, visible patterns of organisation and intervention such as trade union membership and activity, direct state intervention or the legal framework controlling employment relationships; but it also covers social rules, patterns of behaviour and obligation, maintained through consensus or tradition.

130.11. It is proposed to address four specific sets of relationships during the 1992-93 biennium. The first is a comparative analysis of the relationships between labour institutions and economic development. The other three relate to: the implications of the changing spatial organisation of production for labour institutions; the relationship between industrial restructuring and labour standards; and the implications for labour of wider social change. Attention will be given to the implications of these relationships for developing countries, and for economic reform in Central and Eastern Europe.

130.12. These projects will primarily be undertaken through networks of researchers and practitioners, informal meetings and discussion groups comprising the Institute, ILO staff, practitioners and the academic community. One or two of the projects could be undertaken by the interdepartmental perspective analysis groups referred to above. Details of these projects are given in the paragraphs which follow.

130.13. *Labour institutions and economic development.* Debates over development policy rarely focus on the inter-relationships between labour institutions and growth; labour economists, workers, employers and development planners seldom share the same platform. Yet labour institutions and related social mechanisms interact powerfully with both with the rate of economic growth and with the distribution of its benefits. The aim of this project will be to arrive at a better understanding of how specific institutional mechanisms, or the system of labour institutions as a whole, interact with macroeconomic performance. The project will explore the links between these institutions and economic factors such as patterns of saving and investment, and the structure of production and of demand. Attention will be paid to the ways in which the dynamics of this interaction affect the pattern of deprivation and marginalisation. The issue is not simply one of static institutions conditioning growth, but also of growth restructuring institutions. A case in point is the role of technological change, which is closely linked with institutional change. Labour institutions may facilitate or inhibit changes in production organisation, stimulate the development of new skills, and provide the mechanism for the participation of different social groups in the spread and control of new technologies. At the same time, technological advances may change existing labour institutions, for instance by modifying internal labour markets. Work began in the 1990-91 biennium to provide a theoretical and methodological framework for this project. In 1992-93 it is planned to develop this further and support broad comparative studies of development performance under differing institutional conditions.

130.14. *Globalisation and local development: implications of the changing spatial organisation of production for labour institutions and labour regulation.* Historically, national boundaries have been the basis for labour organisation and labour regulation. Employers' and workers' organisations have developed national organisations; labour law has been drawn up in national terms; industrial relations and collective bargaining have been carried out at the national level. However, in recent years, there are signs that production systems may be moving significantly beyond, as well as changing within, traditional national boundaries. The globalisation of markets and their integration is carrying production systems beyond national confines. At the same time, new production systems built on a regional or local basis are proving to be significant instruments of economic growth in several countries. What do these production trends, if confirmed, imply for the effectiveness of existing systems of labour organisation and labour regulation? In the case of globalisation, does the answer lie in delegating norm-setting jurisdictional power to supranational authorities, as in Europe? In the case of production systems built around regional development, does it call for more effective networks of tripartite organisations at the local level? Do these changing production patterns, and the greater mobility of labour which seems to accompany them, call for changes in the way labour legislation is conceived? If so, what are the implications for growth and equity?

130.15. The project will examine this possible asymmetry between the spatial organisation of production, and the structures of labour institutions and labour regulation. It will explore whether, in fact, major shifts are occuring; whether labour organisation and labour regulation have adjusted to such shifts; and the lines of future action to ensure optimisation of both social equity and economic growth.

130.16. *Changing patterns of social organisation: Challenges for the ILO.* The last decade has seen rapid change in social organisation in many parts of the world which will have considerable implications for the future of ILO activities. These changes include the diminished role of the State, involving the abandonment of central planning and the promotion of privatisation and decentralisation; the replacement of direct state intervention to achieve social goals by indirect mechanisms involving market relationships; the fragmentation of existing patterns of social organisation and the emergence of specific interest groups. These changes are compounded by changes in regulatory systems. For instance, systems built around regular full-time socially protected jobs seem to be losing ground, as differentiated forms of work emerge.

130.17. Many of these phenomena have been commented upon and examined piecemeal. The project will seek to bring these elements together, with a view to examining their implications for distribution, welfare and social protection. If the centre of decision moves away from state-run systems of social protection, what effective alternative economic and social mechanisms can be devised to protect vulnerable groups? If collective organisation is weakened, what are the implications for the stability of industrial relations and systems of workers protection? If new social groups and organisations are significantly altering the institutional context of labour markets, how can the ILO's tripartite system be made more effective as a framework for orderly change?

130.18. This project is both speculative and synoptic; it will necessarily draw upon work done in different contexts, both within the ILO and outside. On both counts, the project lends itself to work by a perspective analysis group, to link up different aspects and to draw general conclusions for the orientation of future ILO activities. The goal of the project is not to provide detailed answers but to point to issues and relationships that are likely to be significant for the ILO in the medium term.

130.19. *Labour standards, industrial restructuring and economic development.* The project will examine the role of labour standards in the process and outcome of industrial restructuring, with a view to exploring how, and under what circumstances, labour standards create economic opportunity and conditions for sustained development. It will, inter alia, explore the following issues:

- The role of labour standards in the development of human resources; the promotion of growth; and the creation of balanced and diversified economic structures resistant to cyclical and structural crisis.
- What are the essential institutional and organisational requirements for labour standards to produce positive economic effects? The project will focus on issues such as the interaction and mutual re-enforcement of standards relating to participation, protection, and promotion; and the integration into a coherent scheme, of various areas of standard setting, such as employment, training, social security, etc.
- The possibilities of integrating normative action with industrial policy at the industry or enterprise level.

30.20. This project will draw upon work in various ILO departments, and is therefore well suited to be dealt with by a perspective analysis group. It will also build on initial work done by the Institute on examples of industrial restructuring which have successfully combined economic efficiency and social equity. The outcome of the project would also be expected to contribute to the more effective formulation and implementation of ILO standards in future.

130.21. The Institute's publications will continue to be an outlet for research promoted by the Institute and serve as an adjunct to its educational activities. Publications and dissemination of information will further the Institute's role as an informal forum for social policy. The Institute's publication exchange programme will continue to ensure that its materials reach users, particularly in developing countries, who might otherwise not have access to them.

130.22. The proposed ILO contribution to the Institute of $3,421,977, represents a reduction of some $229,000 compared with the biennium 1990-91. This reduction will be reflected in the proposals of the Director for the biennium 1992-93, to be submitted to the Board of the Institute in November 1991. The latter will be finalised following a reassessment of the possibilities of publication of the Institute's journal *Labour and Society*.

130.23. The latest estimate of other income expected to be available to the Institute in the biennium 1992-93 includes $580,000 from its Endowment Fund and $40,000 from sales of Institute publications. This level corresponds approximately to that expected to be available in the current biennium. Every effort will be made to raise additional resources from other organisations.

Major Programme 140. Interdepartmental Projects

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
140.10	EMPLOYMENT PROMOTION AND STRUCTURAL ADJUSTMENT : LABOUR POLICIES FOR ADJUSTMENT	12/00	2/00	1,330,488	612,281	1,942,769
140.20	EQUALITY FOR WOMEN IN EMPLOYMENT	12/04	2/06	1,392,198	993,000	2,385,198
140.30	ELIMINATION OF CHILD LABOUR	10/05	3/00	1,225,326	789,500	2,014,826
140.40	PROGRAMME FLEXIBILITY RESERVE	4/04	2/00	551,616	278,136	829,752
1992-93	**TOTALS**					
	REGULAR BUDGET	39/01	9/06	4,499,628	2,672,917	7,172,545
	OTHER SOURCES	-	-	-	-	-
1990-91	**TOTALS**					
	REGULAR BUDGET	-	-	-	-	-
	OTHER SOURCES	-	-	-	-	-

140.1. As already indicated in the Preliminary consultation document submitted to the Programme, Financial and Administrative Committee in February 1990, the Director-General has decided that more concerted interdepartmental action is necessary to increase the effectiveness of the Organisation in certain fields. He proposes to pursue this goal through interdepartmental projects with specific and concrete aims to be achieved by the end of the biennium. This new major programme includes three such projects. In the case of each project the programme manager responsible will be given the necessary authority to manage the resources and to supervise the staff concerned, most of whom will be drawn from the technical departments.

140.2. Each of the projects detailed here is intended to achieve specific objectives by the end of the biennium 1992-93, and it is not assumed that these projects will be continued into the biennium 1994-95 and beyond. A decision will be taken in the course of the biennium 1992-93 as to how further progress towards the objectives of the three projects can be achieved, either by continuing the interdepartmental project in the next biennium or by some other means.

140.3. Resources amounting to $760,000 are set aside for regular budget technical co-operation activities to support the work to be undertaken under the Interdepartmental projects. These activities will include meetings such as seminars and workshops at the national, subregional and regional levels, technical advisory services, and small-scale pilot projects to pave the way for larger extra-budgetary funded technical co-operation. The amount of $100,000 is provided for the first project on Employment promotion and structural adjustment; $280,000 for that on Equality for women in employment; and $380,000 for the project on the Elimination of child labour.

140.4. This major programme also includes provision for a "Programme flexibility reserve" to enable the Director-General to launch new technical work arising from important current developments in the world of work, after prior approval of the Governing Body in accordance with article 15 of the Financial Regulations.

140.1. Employment promotion and structural adjustment: labour policies for adjustment

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	12/00
GENERAL SERVICE WORK-YEARS	2/00
NON-STAFF COSTS EXCLUDING RBTC	$512,281
RB TECHNICAL CO-OPERATION (RBTC)	$100,000
TOTAL	**$1,942,769**
OTHER SOURCES	-

140.5. The experience of the 1980s has shown that if structural adjustment programmes are based on a short-sighted financial and economic analysis that does not give full weight to overall development needs, they can have negative results in both economic and social terms. In an increasingly interdependent world, measures need to be taken to re-establish growth and to improve the efficiency and effectiveness of economic activity. However, sustainable growth can only be achieved if adjustment measures take sufficient account of the aims of generating employment, reducing poverty and protecting the environment, and if they are supported by a wide measure of consensus among the population.

140.6. The High-Level Meeting on Employment and Structural Adjustment held in 1987 provided the initial guidance on how these aims could be achieved. In its conclusions it recognised that "A major effort of world-wide structural adjustment is needed, linked to the promotion of more dynamic and non-inflationary growth. This can be a painful process and its burden should be shared equitably both among countries and within them. Efforts should be made to protect the poorest and most vulnerable groups, including particularly women and young children, against sharp falls in their standards of living and social protection, while adjustment policies should be designed in such a way that they provide the basis for future growth of employment and incomes."

140.7. The ILO has taken action at various levels to follow up the High-Level Meeting. A programme on structural adjustment and employment now forms part of major programme 60 (Employment and development), while other technical major programmes also carry out work on structural adjustment in their fields of competence. At the regional level, a tripartite regional symposium was held in Kenya in 1989 and another will be held in Latin America in 1991. The Governing Body Committee on Employment has taken the lead in monitoring follow-up activities, while advancing the promotion of tripartite agreement on specific policy areas related to structural adjustment. Special attention is also being paid to the Office's substantive relations with the other international organisations active in this field, particularly the IMF and the World Bank.

140.8. These ILO activities have met with some success and there are encouraging signs that its message is gaining wider acceptance. There has been a significant strengthening of relations over the past two years with the IMF and the World Bank, both of which are now attaching greater importance to the social dimensions of adjustment. The ILO has become increasingly involved in joint adjustment-related activities with these institutions at the national, regional and international levels. In addition, there is evidence of more participation by trade unions in discussions concerning structural adjustment programmes, and there was an ILO/World Bank initiative in 1990 specifically aimed at improving trade union participation in structural adjustment programmes. Finally, the ILO has been involved in various activities to strengthen the capacity of ministries of labour to examine economic policy issues and focus attention on the social dimension of adjustment measures.

140.9. These achievements are encouraging, but much remains to be done. Although the ILO is increasingly influential in relation to adjustment programmes, it is not yet involved to the extent that would be desirable in wider policy issues, including those of a macroeconomic nature, particularly at the early stages of programme planning. Its voice is heeded more in certain areas, such as labour-based infrastructure construction, training and labour market programmes, than in its other areas of competence. Within the ILO, an Interdepartmental Task Force on Structural Adjustment, Employment and Training was set up in February 1989 in order to guide relations with the World Bank, IMF and UNDP in the field of structural adjustment and to co-ordinate internal programme and project activities in this area. With a view to co-ordinating the Office's activities still further and incorporating its experience in all its areas of competence into its response in the field of structural adjustment, the Director-General has therefore decided to establish this Interdepartmental project. The project is intended to give concrete expression to the concerted efforts made by the various major programmes throughout the Office in their particular spheres of activity.

Programme strategy and objectives

140.10. Through a co-ordinated Office-wide approach that takes into account all the areas of competence of the ILO, the objectives of this project are to: place emphasis on the social dimensions of adjustment and the need to protect the most disadvantaged groups; promote appropriate labour market policies; and encourage policy sustainability based on broad tripartite consultation and commitment.

140.11. The strategy selected to achieve this objective is the generation of a comprehensive official ILO policy statement in relation to labour market policies in periods of transition that clearly establishes the Office's priorities and approaches with respect to the different issues involved. The statement will be based on the experience accumulated by the Office in recent years and on the results of the activities covered by the interdepartmental project. It is intended to provide a comprehensive and coherent set of guidelines, based on the best available evidence, in order to assist international institutions, countries and the social partners to make informed choices on employment and labour market adjustment issues within structural adjustment programmes. The work leading up to the statement will serve to increase knowledge in particular policy areas, on which policy papers will be produced, and will underpin advisory services and the Office's dialogue with the IMF and the World Bank.

140.12. The Director-General will submit the draft policy statement to a second High-Level Meeting on Employment and Structural Adjustment late in 1993 where it will be discussed and finalised for recommendation to the Governing Body as official ILO policy. The statement will subsequently guide ILO relations and joint activities with other international organisations, particularly the IMF, the World Bank and the UNDP.

140.13. The work items covered by this project are designed to identify new employment possibilities in the private sector and to examine the reforms that are needed in the public sector. Emphasis will be placed, in relation to the public sector, on the labour policies and complementary measures that are necessary to smooth the transition while maintaining the capacity of public employees to function efficiently and at the same time protecting their interests.

140.14. The ILO is already providing technical assistance in many of the areas covered by the project, although this is often on an ad hoc basis. By drawing on the services of officials from across the Office, it will be possible to use their combined expertise to provide more integrated technical advisory services. Emphasis will be placed on developing the capacity of employers' and workers' organisations in relation to labour market policies in periods of transition and a dialogue will be engaged with the tripartite constituency in order to advocate an approach that emphasises the need for adjustment in a context of equity and social justice. In all these activities, the ILO will aim to ensure that international labour standards in all fields, particularly employment, human rights, tripartism, freedom of association and collective bargaining form an integral part of adjustment policies.

140.15. By publicising the importance of these issues and generating the necessary political support, the activities carried out in the context of this project will help to encourage their integration within the policies and activities of the major financial institutions. At the same time, the ILO will continue to promote their inclusion in structural adjustment programmes being implemented at the national level. Labour ministries and the social partners need to be capable of demonstrating how these principles can be translated into practice in a manner that is compatible with broader economic objectives. This project is designed to facilitate their task.

Employment changes during structural adjustment

140.16. The aim of this subprogramme is to place labour adjustment in the context of overall employment creation in order to increase national understanding and support for the various alternatives which may be proposed. Special emphasis will be placed on the economic and social implications of changes that may be required in the public sector budget.

Policy framework for labour under structural adjustment

140.17. Structural adjustment usually implies a fundamental reallocation of labour between different economic sectors and activities with the overall aim of raising labour productivity, increasing efficiency in resource use and promoting growth. An important aspect of this reallocation is often a shift of labour from an over-extended public sector to higher productivity activities in the private sector. This can arise either because of a transition from a planned to a market economy, as is occurring in Eastern Europe, or as a result of the over-extension of the role of the State in economic activity and overmanning in the public sector, as is the case in some developing countries. An analysis will be made of the overall framework which should guide the reallocation of labour between the public and private sectors. It will focus on three key issues: the identification of private sector activities with a high potential for productive labour absorption, such as the manufacture of exports based on a comparative advantage or the service sector; the policies, incentive structures and institutional support needed to promote the desired labour reallocation, growth and employment generation in private sector activities; and measures that can be adopted to strengthen the essential functions of the public sector, including the identification of means for obtaining a better and more efficient delivery of public services, and policies to raise the rate of return and achieve higher labour productivity in public sector activities. These issues will be examined through advisory missions to one Eastern European country and two developing countries, which will provide the basis for policy dialogue with the ILO's tripartite constituents in each country. These activities will be carried out in collaboration with major programme 60 (Employment and development).

Alternative policies towards budget deficits

140.18. There is increasing agreement that budget deficits should be minimised so as to avoid macroeconomic imbalances. This has become an important component of structural adjustment policies, which combine the need for short-term equilibrium with long-term sustainable growth. Over the past decade many governments have been advised to raise levels of domestic resource mobilisation and restrict their expenditures, especially on labour costs, subsidies and transfers. National experience has naturally varied, depending on a country's initial economic conditions and general socio-political characteristics. Some have introduced tax reforms or increased the tariffs for public utilities. Others have reduced public expenditure by reducing investment and eliminating subsidies and transfers. Yet others have shifted expenditures between sectors, in some cases with the aim of targeting special groups. Policy considerations, priorities and the degree of success achieved have varied. An examination will therefore be made of the apparent degree of freedom available to governments in selecting between these alternative means of reducing budget deficits and the effectiveness of the various policies. The aim will be to ascertain whether labour adjustment in the public sector is unavoidable or whether there is room to use fiscal instruments more efficiently. An evaluation will also be made of how socially productive expenditure has evolved and its direct and indirect effects on employment. Finally, the measures most commonly adopted by governments concerning their revenue and expenditure will be reviewed in order to assess the adjustment measures which have been implemented and the extent to which they have taken account of the social dimension. The outputs of this work will consist of case studies and a policy paper. The case studies will be used to improve the technical capacity of labour ministries to assess the issues, thereby providing them with a firmer foundation for dialogue and negotiation with other ministries, including those which deal with finance and development issues. The policy paper will serve to support ILO technical advisory services and technical co-operation on labour adjustment in the public sector and will also provide the general framework for the analysis of consultations on policy described in the next paragraph. This work will be undertaken in collaboration with major programme 60 (Employment and development).

Public expenditure policy and the social partners

140.19. Various policy measures can be applied in countries implementing structural adjustment programmes to reduce budget deficits. Taxes or other revenue raising charges can be increased or public expenditures can be cut. Where it is decided to cut public spending, more often than not the reductions fall on social expenditures such as health, education and employment programmes, food subsidies and public sector payrolls. Clearly the implications for living standards vary greatly depending on the options that are selected. In countries where social expenditures are reduced, this may give rise to popular protest and occasionally to civil disorder. In many countries, trade unions and other social groups attempt to channel protest in an organised fashion through public seminars, demonstrations, pamphlets and, where possible, the media. However, their message often lacks impact because it is weak in terms of economic argument and overly political in tone. These groups require assistance in assessing the impact of policy reforms on the various social categories so that they can present coherent economic arguments about the impact of various reforms on living standards, productivity and long-term development prospects. A review will therefore be undertaken of how the social partners and other interest groups have reacted to various policy manoeuvres relating to the reduction of budget deficits. Technical assistance will be provided in selected countries to help analyse the economic and social impact of budget cuts on different socio-economic groups within the country. A policy paper will then be prepared as a basis for training and establishing a policy dialogue with selected employers' and workers' organisations. Finally, a non-technical publication covering these issues will be produced and used as background material for the training provided to workers' and employers' organisations. The work will be carried out in collaboration with major programmes 60 (Employment and development), 80 (Industrial relations and labour administration), 225 (Employers' activities) and 230 (Workers' activities).

Adjustment and management of labour under public sector adjustment

140.20. The objective of this subprogramme is to enable policy-makers to arrive at more informed choices of the most appropriate adjustments to labour in the public sector under particular sets of circumstances, with special emphasis on their impact in terms of employment, incomes and efficiency.

Options for adjustment

140.21. Once the decision has been made to improve efficiency in the public sector as part of a package of structural adjustment reforms, a range of alternative measures has to be considered in order to select those best suited to the circumstances. Based on recent experience at the country level, a review will be made of the options chosen and the reasons for their selection, and an examination will be made of whether any preferential pattern emerges as to the mix, sequencing and timing of adjustment measures in areas such as human resources management, wages, employment and privatisation. The output will take the form of a synthesis paper that will provide a general frame of reference for the activities set out below. It will also serve to guide further research and advisory activities and will be published as a working paper or short monograph. The work will be undertaken in collaboration with major programme 60 (Employment and development).

Adjustment through wages

140.22. There is sufficient evidence to surmise that there has been considerable deterioration in the level of wages in the public sector in a number of countries as a result of the structural adjustment process. A review will be carried out of trends in public sector wages, particularly in the 1980s. The role of wage determination in the public sector, and of inflation and other institutional and economic influences, on nominal and real wages will be examined. Particular attention will be paid to the evolution of wage differentials within the public sector and between the public and private sectors. The effects of the deterioration in real wages on public sector efficiency and on its capacity to retain skilled labour and compete with the private sector for scarce skills will be documented. The impact of wage deterioration on work incentives and working habits (such as the holding of overlapping jobs, absenteeism and corruption) will also be examined. The findings will be consolidated in a policy paper and a non-technical publication. In order to supplement the research undertaken so far at the macroeconomic and sectoral levels, enterprise-level investigations will be carried out in a small number of countries and will be reported in a monograph. These activities will be undertaken in collaboration with major programmes 60 (Employment and development) and 80 (Industrial relations and labour administration).

Adjustment through employment

140.23. Retrenchment is perhaps the adjustment mechanism most commonly associated with labour adjustment in the public sector. But what is the actual experience of retrenchment in public sector employment? Work already begun under major programme 60 (Employment and development) suggests that there may often exist a considerable gap between goals and implementation, intentions and practice. An examination will therefore be carried out of the true extent of retrenchment, and will cover the profiles of the groups most seriously affected (according to sector, occupation, age, gender and employment status), the criteria followed in determining the number and types of employees to be affected by retrenchment measures, and the alternative means that are available to carry out a retrenchment policy. An investigation will be undertaken of the most effective policies for promoting employment mobility within the public sector and for redeploying trained manpower released from the public sector, including the types of training and other supporting measures that are required. Since this is an area in which advisory services are often requested, the policy paper that will be produced should be of considerable relevance for decision-makers, particularly in labour ministries, who are responsible for designing and implementing labour adjustment measures. Material from case studies will be produced as working papers, and the best country analyses will be published in a synthesis volume. This work item will be carried out in collaboration with major programmes 60 (Employment and development), 70 (Training) and 80 (Industrial relations and labour administration).

Adjustment through manpower planning

140.24. While staff reductions in the public sector might at first appear to offer a simple and straightforward solution to the need to reduce public expenditure, their negative consequences, particularly in relation to efficiency, should not be minimised. A recruitment freeze inevitably has negative consequences, and at a time of retrenchment the most talented serving staff may be the ones to avail themselves of incentives to leave. Moreover, skill shortages often exist even when over-staffing is prevalent. Internal manpower planning and human resource management are therefore of particular importance to the reform process.

140.25. Three or four country case studies will be carried out with the aim of examining: the extent and nature of manpower planning and assessment; the possibilities that exist for skill upgrading and substitution and internal job mobility; the scope for new recruitment; and the major constraints on effective internal manpower planning and how these constraints may be relaxed. The studies will also look at related issues, such as grading and job classification systems, promotion and career development patterns, and early departure or retirement programmes. In addition to the country studies, outputs will include a policy paper and a manual on manpower planning and human resource management. The work will be undertaken in collaboration with major programmes 60 (Employment and development), 80 (Industrial relations and labour administration) and 100 (Sectoral activities).

Adjustment through privatisation

140.26. Many countries have launched privatisation schemes, often as part of a structural adjustment programme. However, there can be different degrees of privatisation: it may be total or partial and need not always have the same objectives or operational modalities. In the case of partial privatisation, there is a need to create market-like incentives aimed at raising overall efficiency. In addition, for privatisation to be feasible in those countries where all or most of the economy is state-managed, it is necessary to create the basic conditions for private sector development. These include the adoption of laws and regulations related to private ownership, labour contracts and industrial relations systems and, in the case of less developed countries, the creation of markets of products and factors. The experience with different forms of privatisation will be examined and particular attention will be paid to their impact in terms of employment and the labour market. The complementary measures required to facilitate privatisation will be analysed in two countries where the private sector is either non-existent or at an early stage in its development. Finally, an examination will be made of the impacts at the micro-economic level of privatisation in labour-related areas, such as labour productivity and the labour flexibility and security of vulnerable groups such as women, older and young workers and ethnic groups. The work will form the basis for the provision of advisory services to governments involved in privatisation. This will entail mobilising expertise from managers and trade unions with experience in implementing privatisation schemes. The technical assistance provided to countries which do not have a private sector will include the provision of advice on how to encourage private sector development in general. The lessons of experience will also be reflected in monographs and will be an important component of the work leading up to the project's draft policy statement. The work will be carried out in collaboration with major programmes 60 (Employment and development), 70 (Training), 80 (Industrial relations and labour administration) and 100 (Sectoral activities).

Compensatory measures to mitigate transition costs

140.27. The objective of this subprogramme is to enhance national capability to plan and put into place measures that facilitate the transition for retrenched workers.

140.28. From the outset, the ILO's involvement in structural adjustment matters has been motivated by a strong concern regarding social costs. Packages of compensatory measures to mitigate the associated social costs of retrenchment are therefore a key element in this project. This is an area where advisory services are already being provided by most of the technical major programmes in their fields of competence. The aim of the work is to broaden the ILO's knowledge base on the various types of compensatory measures in order to help mitigate transition costs by advising on more comprehensive and better integrated packages of measures. Several interdepartmental country missions will be undertaken in the course of the biennium and a policy paper will be produced.

The measures to be examined include: small business creation and credit schemes; special funds for employment creation and the promotion of private initiatives; training and retraining schemes; income maintenance or protection measures, such as severance pay, unemployment insurance and the provision of health care; early retirement policies, including premiums for voluntary separation; and the transferability of pensions. Analytical and operational insights will initially be disseminated through working papers and articles in the *International Labour Review*, although the eventual aim is to produce an interdepartmental publication, capturing the totality of ILO experience on this subject. This work will be carried out in collaboration with major programmes 60 (Employment and development), 70 (Training), 80 (Industrial relations and labour administration) and 110 (Social security).

140.29. While social security benefits figure prominently in the integrated approach, an examination will also be made of the role which social security reserves can play in generating employment through investment in productive enterprises. Guidelines will be developed on setting up agreements between public and private sector social security systems for the removal of barriers to mobility by ensuring the maintenance of acquired rights or of rights in the course of acquisition. This work will be carried out in collaboration with major programme 110 (Social security).

Role of trade unions, employers' organisations and standards in public sector adjustment

140.30. The objective of this subprogramme is to contribute to the enhanced involvement of the social partners in public sector adjustment, while examining compliance with existing labour standards during the adjustment process.

140.31. The sustainability of structural adjustment measures is largely conditioned by the degree of consultation upon which they are based and the efforts to reach consensus which precede them. The purpose of this work item is to examine the role of trade unions and employers' organisations in public sector adjustment, including retrenchment decisions. Beginning with a selection of four or five countries which have adopted measures of this type, work will focus on the involvement of the social partners in consultations, if not negotiations, concerning the choice of adjustment measures, the number of workers affected, and the implementation plan, including redeployment and compensatory measures. A related concern will be the extent to which existing standards, particularly the freedom of association Conventions, are observed during the adjustment process. Although the outputs from this work item are mainly directed towards the programme's overall policy statement, a short monograph or booklet on best practices will also be envisaged as a means of disseminating this information. The work will be carried out in collaboration with major programmes 50 (International labour standards and human rights), 80 (Industrial relations and labour administration), 225 (Employers' activities) and 230 (Workers' activities).

Popular publication on labour policies for adjustment

140.32. A popular publication will be produced with the aim of achieving the widest possible dissemination of information on the impact of labour policies in periods of adjustment. The publication will draw on all the technical and policy papers prepared under all the work items of the project and will present the material in a manner that is easily comprehensible to the layperson. The aim of the publication will be to increase the awareness of the general public of the impact of structural adjustment programmes and to illustrate in concrete terms how the policies advocated by the ILO could enhance the lives and living standards of people in countries where structural adjustment programmes are being implemented. This publication will be launched during the high-level meeting described below.

Meeting on Employment and Structural Adjustment

140.33. The results of this project will be reviewed by a second High-Level Meeting on Employment and Structural Adjustment to be held towards the end of 1993. The aim of this Meeting will be to finalise an official ILO policy statement to be approved by the Governing Body. In addition to the policy papers that will be prepared, the background information for the Meeting will also include the conclusions and recommendations of the Tripartite Symposia on Structural Adjustment held in Africa (1989) and Latin America (1991), organised by the ILO as a follow-up to the High-Level Meeting of 1987. Other background information will include the conclusions of the Asian Regional Conference, due to meet later in 1991, on adjustment and economic growth. Media attention will be sought in order to sensitise the general public to these issues and to generate broad-based political support for the approach advocated in the policy statement. The Meeting will have two components, the first of which will be an open public meeting to which representatives of governments and employers' and workers' organisations, together with officials from other international organisations and non-governmental organisations concerned and a number of experts will be invited. In the course of the three days these participants will discuss the conclusions of the project.

140.34. The second component of the Meeting (to be held simultaneously with the first, over a period of three calendar days in Geneva) will be a closed tripartite meeting whose task will be to prepare the final text of the policy statement for adoption by the Governing Body. The tripartite meeting will be composed of 16 Government representatives and eight Employer and eight Worker representatives, whose travel and subsistence expenses will be covered by the ILO ($92,000).

140.2. Equality for women in employment

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	12/04
GENERAL SERVICE WORK-YEARS	2/06
NON-STAFF COSTS EXCLUDING RBTC	$713,000
RB TECHNICAL CO-OPERATION (RBTC)	$280,000
TOTAL	**$2,385,198**
OTHER SOURCES	-

140.35. The principle of equality of opportunity and treatment between men and women is widely accepted in most countries of the world. Yet in practice inequalities persist on a global basis. Identifying and implementing ways of overcoming this gap between principle and practice presents a serious challenge to the ILO, its member States and constituents.

140.36. This challenge is complex. It comprises substantive issues of equity, respect for fundamental human rights, human resource development, women's contribution to national development and the standards and values of societies. Despite the fact that the issues are well-known and have been addressed in national and international circles for many years, progress towards equality has been slow. Within the ILO itself, action on equality for women workers dates from the first session of the International Labour Conference, although the emphasis has changed over the years from providing protection to achieving equality and participation. Within the United Nations system as a whole, considerable attention and efforts have been devoted to women's issues, particularly since the launching of the United Nations Decade for Women in 1975, the adoption of the Convention on the Elimination of All Forms of Discrimination against Women in 1979 and the consensus reached in 1985 on the Nairobi Forward-Looking Strategies for the Advancement of Women.

140.37. In recent years there has been improvement in many areas of concern to the ILO, such as increased labour force participation, wider access to education and training, a greater recognition of women's contribution to economic activity and an increase in legal protection in some fields. However, there has been stagnation in areas such as occupational segregation, access to resources, participation in decision-making and there are signs that the situation may be deteriorating in certain others as illustrated by the disproportionately high number of women who make up the ranks of the poor and the illiterate. The lack of significant progress towards equality was recently highlighted at the 1990 session of the United Nations Commission on the Status of Women. Numerous obstacles were cited including the failure to apply laws, lack of knowledge about rights, the need to review certain existing laws, the uneven sharing of family responsibilities, traditional attitudes towards the role of women and of men, and the socio-economic environment in many developing countries, particularly in relation to the lack of economic growth in the late 1980s, the debt crisis and the impact of many structural adjustment programmes. In view of the numerous obstacles to equality and the complexity of the issues involved, national and international action is likely to be required on many fronts for some time to come.

140.38. For the ILO, the range of action outlined in the resolution on equal opportunities and equal treatment for men and women in employment, adopted by the International Labour Conference in 1985, remains valid. The slow progress made so far, however, demands increased commitment and a renewed strategy. Concerted efforts will be required in all programmes to ensure that the needs of women and the impact of programmes on women have been taken into account; equality between men and women in the world of work has therefore been selected as a priority theme for the entire Programme and Budget. Moreover, activities specifically focused on women workers are needed in certain areas in order to obtain data, clarify issues, define policies and priorities and redress certain imbalances. These approaches will be reflected in activities under each of the means of action available to the ILO – standard setting, studies, meetings, the collection and dissemination of information and technical co-operation activities. A summary description of the activities envisaged thoughout the Office for the biennium is provided in the introductory pages to the Programme and Budget. The issue of women workers will also figure predominantly in work planned in relation to other priority themes and particular attention will be paid to women in the rural and informal sectors, where the majority of women in the developing world earn their livelihood. These various approaches and efforts constitute a long-term strategy which will remain valid for several biennia.

140.39. In the shorter term, during the biennium 1992-93, this strategy will be underpinned by an interdepartmental project which will focus on a limited number of issues related to the themes of discrimination and the promotion of equality. These issues are not new. The approach adopted to deal with them is therefore to bring together past and current experience in order to promote progress in tangible ways through action-oriented means such as the improvement of methods for applying laws, the revision of legislation and standards, and the provision of guidelines in several areas including occupational segregation, training, sharing of family responsibilities and national machineries for promoting equality. The programme is also designed to have a visible impact through advisory services, national meetings and information activities.

Objectives

140.40. The overall objective of the Organisation, and of this project, is to achieve equality of opportunity and treatment for men and women in employment. In pursuit of this goal, the immediate objective is to enhance the capacity of ILO constituents to reduce discriminatory practices and create conditions favouring the promotion of equality between men and women in employment.

140.41. Taking account of this objective, and ILO standards in the fields of discrimination, equal remuneration, social security, labour inspection, maternity protection, family responsibilities, human resources development and employment policies, the specific aims of the project are to:

- enhance the effectiveness of legislation to promote equality of rights in employment, by ensuring better implementation in practice and by identifying and revising those legal provisions which sustain direct or indirect discrimination against women in employment;
- increase awareness of the obstacles to equality in the labour market, examine the reasons for the existence and persistence of these obstacles and propose ways of reducing and removing them; and
- examine policy options, strategies and practical measures that can be used by ILO constituents in order to promote equality.

140.42. A necessary and critical first step towards the attainment of equality is legislation that is adequately formulated and effectively applied. While laws on equality in employment, largely based on existing international labour standards, are now in force in most countries, they are effectively implemented in only a few of them, and women continue to be unaware of their rights under national laws and international standards. The first aim of the project is to analyse how the laws on equal rights in employment can be implemented more effectively and to disseminate information on those rights. In this context it is also intended to identify the provisions in the law which sustain direct or indirect discrimination against women in employment, with a view to removing or revising such provisions.

140.43. Attaining the objective of equality for men and women in employment requires more than the adoption and implementation of legislation. The project's second aim of increasing awareness of inequality in the labour market will involve the examination of a selected number of practical obstacles to equal opportunities in employment, with a view to reducing or removing these obstacles. The work planned in this respect will cover attitudes about the roles of girls and women in society and work, access to education and training and the unequal sharing of family responsibilities. The occupational segregation of women and their employment patterns in the labour market will be documented and illustrated through the production of statistics.

140.44. The third set of activities under this project concentrates on outlining a number of policy options, strategies and practical measures which could be put in place by member States and by the social partners in order to promote equality. Several such options and measures cut across a number of technical areas. These include programmes of positive measures, assistance to national machineries dealing with equality issues in the field of employment, increased participation of women in trade unions and the role of collective bargaining in promoting equality. Provision for advisory services is included in the project to enable the Office to respond to the needs of constituents as they arise.

140.45. The work described below corresponds to the action called for by the International Labour Conference in 1985 in its resolution on equal opportunities and treatment for men and women in employment, which is the most recent general policy statement by the Organisation on this subject, and by the ILO supervisory bodies. It is consistent with action called for in other United Nations fora and draws on the inherent strengths and comparative advantage of the Organisation: namely, the clearly stated goals of social justice, international labour standards and a tripartite structure.

Enhancing the effectiveness of legislation

140.46. The objective of this subprogramme is to assist ILO constituents to improve the role legislation plays in promoting equality of rights in employment. In many countries, laws providing for equal rights in employment have not brought about the substantial changes expected. Frequently, the laws are not applied in a satisfactory manner and are not sufficiently known by the persons concerned. Their effectiveness may also be impaired by the existence of provisions in labour or social security legislation or in other laws, which either directly or indirectly put women at a disadvantage as compared with men in the field of employment. The activities under this subprogramme will aim at improving the effect given in practice to laws concerning equality of rights and at enabling the exercise of these rights. They will also aim at identifying national legal provisions that hinder equality between men and women in employment with a view to modifying them, and at assisting in the formulation of laws which would most facilitate the achievement of equality in practice.

Measuring wage differentials

140.47. The principle of equal remuneration for men and women for work of equal value was set out in the ILO Constitution in 1919. In 1951 it was the subject of the first Convention adopted by the ILO in the field of equal rights. It is now accepted and reflected in the laws of practically all countries. However, few countries can claim to have achieved this equality. At its 1990 Session, the Committee of Experts on the Application of Conventions and Recommendations again noted that most countries have serious difficulties in the practical application of this principle. These difficulties are due to a number of factors including: lack of knowledge of the true situation due to the inavailability or inadequacy of data and research in this area; lack of understanding of the concept of work of equal value; and ignorance of the principles of job evaluation, without which it is difficult to determine the relative value of jobs. During the biennia 1988-89 and 1990-91, activities have been undertaken under programme 80.2 (Labour law and labour relations) to provide the Organisation's constituents with information on the most innovative policies adopted by industrialised countries to implement and enforce the principle of equal pay, and in the biennium 1992-93 the implications of pay and job classifications for equal pay are to be further investigated. Over recent years, much statistical work has been published on the wage differentials between men and women and on the concept of "equal remuneration for work of equal value". These studies will be documented and analysed and model methodologies will be formulated for countries at various levels of development and with different levels of statistical expertise. The methodologies will be published in a technical manual. This activity will be undertaken in collaboration with programmes 120.3 (Statistics) and 80.2 (Labour law and labour relations).

Improving maternity protection

140.48. It is generally recognised that maternity protection is not merely compatible with equality, but is indispensable for achieving it. However, concerns have been expressed recently, particularly in the Committee on Work on Plantations and during the Meeting of Experts on Special Protective Measures for Women and Equality of Opportunity and Treatment (1989), concerning the adequacy of maternity protection measures, their application and their effects on women's employment opportunities. Following the latest in-depth examination by the Governing Body in 1983 of the Maternity Protection Convention, 1919 (No. 3), and the Maternity Protection Convention (Revised), 1952 (No. 103), and in line with the ILO Medium-Term Plan 1990-95 and the Plan of Action on Equality of Opportunity and Treatment for Women Workers, a report will be published on national laws respecting maternity protection, the way in which they are applied in practice and related problems, and further measures to prevent women being discriminated against due to maternity. Particular attention will be paid to the financing of maternity protection by examining the type of legislation (labour or social security legislation) through which it is provided, the methods of financing and the benefits and services that are provided in a number of countries, and particularly in developing countries. The effectiveness of the various approaches will be assessed in terms of protection against discrimination. The opinions of governments, employers' and workers' organisations and women's organisations will be gathered on the adequacy of existing measures at the national level and in international standards. The report will contain recommendations about measures that could be taken at the national and international levels (including the adoption of new standards) to provide improved maternity protection in both law and practice. It will also be used in the information activities on women's rights described below and in the activities undertaken under the Policies and practical measures subprogramme. This activity will be carried out in collaboration with major programme 110 (Social security) and programmes 90.3 (Conditions of work and welfare facilities) and 50.2 (Application of standards).

Procedures to implement the rights set out in law

140.49. Without rapid, low-cost, easily accessible and risk-free procedures to obtain just compensation in the event of discrimination, the rights set out in law remain largely theoretical. The appeal procedures laid down in legislation are used very little or have not been effective in practice, because victims are reluctant to press for their rights before appeal bodies out of fear of the consequences that such action might have on their employment situation. When they do appeal, they face the obstacle of providing proof of the alleged discrimination and their case may fail because they are not in a position to present it properly. Furthermore, the remedies and penalties for violations may be inadequate or ineffective. An examination will be made, based on the situation in a number of countries, of existing channels of appeals procedures, remedies and sanctions, the extent to which they are used, the results obtained and the measures that have been taken, where appropriate, to improve their functioning and increase their effectiveness. In so doing, special attention will be paid to procedures that apply in the event of violations of the principle of equal remuneration. The results of this research will be published and will also be used for the advisory services provided by the Office and in examining the feasibility of adopting new international standards on appeals procedures. These activities will be undertaken in collaboration with programmes 50.4 (Equality of rights) and 80.2 (Labour law and labour relations).

Information on women's rights

140.50. To be effective, the measures that are taken to improve procedures for the implementation of legislation and the exercise of rights must be accompanied by systematic programmes to disseminate information and enhance awareness of women's rights. These activities will take two forms: information materials and seminars. Information materials on the women's rights set out in ILO Conventions and Recommendations will be produced (or assistance will be provided in their production) and will be disseminated. Brochures will be prepared in an easily understandable style on themes such as equal remuneration, maternity protection, family responsibilities, and the rights of rural women. These will be designed in particular for public authorities, employers' and workers' organisations and women's organisations, which will be able to use them for the preparation of materials containing more specific information on the rights and procedures laid down in national legislation. Two regional seminars and a series of national seminars on women's rights in employment and work will be organised for ILO constituents. These seminars will be financed from RBTC and extra-budgetary sources, and will be organised in collaboration with several programmes, including the Special Adviser on Women's Questions, major programmes 50 (International labour standards and human rights) and 225 (Employers' activities) and programmes 230.3 (Workers' education), 90.3 (Conditions of work and welfare facilities), 80.2 (Labour law and labour relations) and 80.3 (Labour administration). The Turin Centre will assist in the production of information materials.

Equality in the formulation and revision of labour legislation

140.51. Although legislation by itself cannot create equality, the existence and effective application of legislation which is free of discriminatory provisions, and which also seeks to promote the principle of equality is essential to any policy of equality. Labour and employment laws are constantly being modified to reflect changing needs and circumstances. The requirements of equality must be taken into consideration in this process and must also be the inspiration behind the formulation of new legal provisions. The principles of equality therefore need to be ever-present in the minds of those who are involved in the formulation of legislation at the national level. A study will therefore be prepared, based on an analysis of the situation in several countries, which will review types of legal provisions that either directly or indirectly prejudice equality of opportunity and treatment, and particularly those which restrict, or have the effect of restricting, access to certain occupations, including measures that provide special protection for women. When examining the latter, due account will be taken of the conclusions of the Meeting of Experts on Special Protective Measures for Women and Equality of Opportunity and Treatment held in October 1989. The study will also review legal provisions intended to promote equality in employment and will assess their effectiveness with a view to identifying models for national laws. This activity will be co-ordinated with the study on national machineries for promoting equality described below and with the activities carried out under programme 80.2 on the revision of labour legislation. It will be carried out in collaboration with programmes 50.4 (Equality of rights), 80.2 (Labour law and labour relations) and 90.3 (Conditions of work and welfare facilities).

Equality and social security

140.52. An area in which the law still broadly reflects traditional and unequal concepts of the respective roles of men and women in society is that of social security. It is increasingly widely recognised that social security, without imposing a model of society, has to take into account the diversity of family and social situations and individual choices, while guaranteeing equal protection and equal rights for men and women. Many national legislations are still based on a model of society and of the family in which the man is the head of the family and the woman only benefits from protection derived from her husband's entitlements. In 1988, major programme 110 (Social security) published a study on "Women and Social Security: Progress towards Equality of Treatment". It is proposed to go into this subject in greater depth and to supplement this work with country studies as part of a general re-examination of national social security systems to identify provisions that lay down, or result in, the unequal treatment of women and suggest how they could be corrected. The results of this work will be published in a report, which will be submitted to a tripartite meeting of experts and used for the provision of advisory services. This activity will be undertaken in collaboration with major programme 110 (Social security).

Tripartite meeting of experts on social security and social protection

140.53. A tripartite meeting of experts on social security and social protection: equality of opportunity between men and women will be held in Geneva for nine working days and will be attended by eight Government, eight Employer and eight Worker representatives ($86,000). The meeting will make recommendations to the Governing Body on the possibility of international labour standards, and their content. The report to be prepared for this meeting will take due account of the comments on this subject made in the course of the discussion in the Governing Body on the 1992 Conference agenda, at its 248th (November 1990) Session.

Laws (other than labour laws) affecting the employment of women

140.54. The situation of women at work is determined not only by legislation respecting labour and employment, but also by legal rules applicable in other areas, such as family law, inheritance law, commercial law and tax law. For example, rules concerning the legal capacity of married women and their rights over the administration of their property may limit their access to employment or certain occupations and their earnings opportunities, while tax laws may either benefit or penalise married women who work. An examination will be made of laws (a term which is taken to cover not only statutory law but also, where appropriate, customary law) which have a direct or indirect impact on the employment and work of women, in order to identify those which place them in a situation of inequality. This work will lead to the preparation of working papers, case studies concerning developed and developing countries and a synthesis report. The results of these studies will be used for the provision of advisory services, for the formulation of national equal opportunities policies, and for the revision of legislation. These activities will be undertaken in collaboration with programmes 50.4 (Equality of rights) and 60.4 (Employment and incomes in the rural and informal sectors).

Obstacles to equality in the labour market

140.55. The objective of this subprogramme is to create widespread recognition of the obstacles to equality in employment related to the sexual division of labour in the labour market and at home and to propose means to reduce or remove such obstacles. This requires an understanding of occupational segregation, the segmentation of the labour market according to patterns of employment (such as part-time and casual work), and of obstacles to equal access to training and to a more equal sharing of family responsibilities between men and women. An examination of attitudes concerning the roles of men and women and of means to promote a wider acceptance of changing roles will feature in most of the activities in this subprogramme.

140.56. Although women's employment has increased in most countries during the past decade, patterns of occupational segregation and the segmentation of the labour market have not changed commensurably. Women's employment continues to be characterised by low-skilled and low-paying jobs with few opportunities. There is increasing evidence that a large proportion of women are engaged in more flexible forms of employment, which offer lower levels of labour and social protection, and limited employment security and career prospects. The activities carried out under the subprogramme aim at gaining a better understanding of how this segregation occurs and is perpetuated.

Job segregation

140.57. It is planned to document statistically the extent of occupational segregation in as many countries as possible. This will involve collecting statistics by sex and by occupation groups from member States and setting up a data base, developing a means of measuring job segregation that is applicable to all countries and analysing the results. These activities will be undertaken in collaboration with major programmes 60 (Employment and development) and 120 (Labour information and statistics).

Training for job desegregation

140.58. One of the principal means of changing patterns of job segregation is education and training. However, the access of girls and women to appropriate training programmes may be limited due to factors such as the persistence of stereotypes, attitudes towards the costs and benefits of educating and training girls and women, and perceptions of their capabilities, motivation, role and contribution to society. Decisions taken by parents, training institution directors, trainers, employers and supervisors can determine women's access to training and employment and their subsequent opportunities, while their performance can be negatively influenced by discriminatory treatment, sexual harassment, hostile attitudes and lack of support in the home and community. These pressures increase as women enter occupational areas predominantly held by men. Successful communication strategies which have led to diversified training and employment possibilities for women will therefore be documented and a practical guide on these strategies will be produced for governments and non-governmental organisations. Vocational guidance, career counselling and employment placement services will be reviewed and model programmes developed for use by field projects, training institutions, enterprises and non-governmental organisations engaged in training. Finally, guide-lines, based on case studies, will be issued for use by governmental and non-governmental organisations as well as by ILO field projects on how to raise awareness among parents of the benefits of educating and training girls. Furthermore, girls tend to have higher early drop-out rates from training programmes than boys. Information materials documenting the extent and reasons for this problem, and proposing appropriate policy and education programmes for training institutes will therefore be produced and distributed. It is expected that this latter activity will be supplemented by extra-budgetary funds. These activities will be undertaken in collaboration with major programmes 60 (Employment and development) and 70 (Training) and will complement other activities that will be carried out under this latter major programme on training for women in the informal sector.

Marginalisation of women's labour

140.59. An increase in flexible forms of employment has coincided with the growth of women's participation on the labour market in many countries. What appears to be emerging is a new pattern of labour market segmentation in which women tend to predominate in working arrangements such as casual work, part-time work, subcontracting, home-based work. This pattern will be examined to determine the extent to which women predominate in flexible forms of employment and whether this perpetuates gender-based inequality. The activities envisaged will build on work carried out in the biennium 1990-91 on enterprise-level flexibility and the meetings on the social protection of homeworkers and on labour market flexibility. They will also be co-ordinated with the work in major programme 60 (Employment and development) on employment mobility at the enterprise level. This work will be complemented by activities concerning women workers in the rural sector under programme 60.4 (Employment and incomes in the rural and informal sectors). Surveys and studies will be carried out on employment arrangements at the establishment level, including changes due to the introduction of new technologies, organisational decentralisation and the effects of international competition. The surveys and studies will also cover the effect of labour standards and protective regulations on women's employment prospects. Statistics will be produced on gender-based work segmentation and recommendations will be made on the types of statistics that are needed to monitor and change the process of segmentation through which women experience vulnerability, a persistently low status in the labour market and income insecurity. A review will be carried out of policy options for protecting women in employment without harming their income-earning prospects, while at the same time taking into account the labour flexibility sought by employers and often by women themselves. This activity will be undertaken in collaboration with programme 60 (Employment and development).

Protection against sexual harassment

140.60. Sexual harassment affects women more than men and is recognised as a form of sex discrimination. The segregation of women in jobs at the lower level of the occupational hierarchy tends to render them more vulnerable to this form of discrimination. Victims often suffer grave consequences, including stress-induced health problems, a deterioration in their work performance, the disturbance of their emotional life and even the loss of their jobs. In many instances, legal remedies do not exist or are inadequate. A monograph will therefore be produced covering: definitions of sexual harassment; laws, regulations and legal interpretations; collective agreement provisions; organisation and enterprise policies and guide-lines; and programmes designed to prevent and deal with incidences of harassment. This activity will be undertaken in collaboration with major programme 90 (Working conditions and environment).

Sharing of family responsibilities

140.61. A fundamental cause of inequality between men and women in employment is the multiple role played by women in society and the perpetuation of traditionally defined roles. Legislation is one way of moving towards policies which can change roles and attitudes. For example, the equal availability of parental leave provisions and special working-time arrangements for both men and women reflects the fact that both may have care-giving responsibilities. However, such provisions are often not used by men due to the continuing attitude that it is not their role to do so or that it is not acceptable for men who take their careers seriously. Thus activities will be undertaken with the aim of raising awareness, increasing acceptance of changing roles and promoting action programmes that encourage men to participate in family responsibilities. A review, based on case studies, will be carried out to determine the extent of the use of various leave provisions by men and women, the impact on the careers of those who have used the provisions, barriers blocking the use of these provisions by men and attitudes of workers and employers. An integral part of the review will examine whether parental leave provisions instituted under social security schemes have been successful in encouraging men to take parental leave. An investigation will also be made of why legislation to provide parental leave through social security has not been adopted. These reviews are intended to help define policy options at the national level on methods of financing parental leave. This overall study will be published as a monograph, which will also include guide-lines for model programmes for use at the enterprise level to promote a more equal sharing of family responsibilities. A second output will be a compendium of sound examples of national legislation and policies concerning workers with family responsibilities. This will be based on information to be collected in 1992 through the general survey prepared for under article 19 of the Constitution on the Workers with Family Responsibilities Convention, 1981 (No. 156), and through the clearing-house for information on conditions of work. This activity will be carried out in collaboration with major programmes 50 (International labour standards and human rights) and 90 (Working conditions and environment). It builds on activities undertaken by programme 90.3 (Conditions of work and welfare facilities) in the two previous biennia and will complement the activity that will be carried out in the biennium on family responsibilities in relation to the elderly and disabled. This activity will also constitute part of the ILO contribution to the UN International Year of the Family (1994).

Policies and practical measures

140.62. The objective of this subprogramme is to improve the capacity of ILO constituents to formulate and implement plans, policies and practical measures to create the conditions necessary for the achievement of equality. Particular attention will be paid to strengthening the activities of the social partners.

140.63. During the UN Decade for Women many countries adopted policies, established mechanisms and took measures to promote equality. Similar action took place at the enterprise level and among workers' and employers' organisations. However, the assessment of these efforts at the 1990 meeting of the UN Commission on the Status of Women showed that certain measures have been ineffective or were never implemented and that in many cases momentum has been lost due to lack of follow-up action. The action needed varies according to the circumstances and includes the adoption of new plans and policies, the provision of resources to implement measures, the restructuring of mechanisms and co-ordinating bodies and action in various technical areas. In other cases the success of measures provides examples that may be followed elsewhere.

Participation of women in trade unions

140.64. Increased participation by women in representative organisations and decision-making bodies is an effective way to promote equality. Many workers' organisations, nationally and internationally, have adopted special programmes and measures to increase women's participation. A selective review of these initiatives will be undertaken with a view to establishing a workers' education scheme to assist trade unions in several areas, including: strengthening or setting up women's programmes where needed; women's leadership training; gender analysis and training in unions or at the enterprise level; and the preparation of information and advocacy materials for use at the national level or in collective bargaining. A working paper will be prepared on initiatives to promote the participation of women in trade unions and information materials will be produced on workers' education schemes for the promotion of equality. This work will be integrated in, and supplemented by, selected current technical co-operation projects that have specific equality of opportunity and treatment components. The work will also be complemented by technical advisory services. This activity will be undertaken in collaboration with major programme 230 (Workers' activities).

Collective bargaining and promotion of equality

140.65. In a number of countries, collective agreements now contain clauses aimed at promoting equality of opportunity and treatment for men and women workers. These provisions go beyond the prohibition of discrimination on the basis of sex and include equal opportunity committees, affirmative action measures, leave provisions for family responsibilities and safety and health measures adapted to the needs of both men and women. A study will be carried out of demands that are made during collective bargaining for the promotion of equality, the factors that determine their acceptance or rejection in negotiations, and the effectiveness of equality-promotion measures that are agreed upon by the bargainers. National case studies will be issued as working papers, which will provide the basis for a synthesis report. This activity will be carried out in collaboration with major programme 80 (Industrial relations and labour administration).

Special positive measures

140.66. In order to accelerate the process of achieving equality of opportunity and treatment, many countries have taken special measures for a transitional period, in addition to the adoption of laws and policies, in order to achieve rapid results in a number of labour-related fields. This approach has been endorsed by the Declaration on Equality of Opportunity and Treatment for Women Workers, adopted by the International Labour Conference in 1975 and by the UN Convention on the Elimination of All Forms of Discrimination against Women, adopted in 1979, both of which noted that such practices should not be regarded as discriminatory. Views nevertheless differ as to the legitimacy and effectiveness of such measures, which are once again becoming topical as a result of the increasing frustration at the slow progress that has been made in achieving equality. Past and current practice in a selected number of countries will therefore be analysed and the results published in a series of short monographs designed to assist ILO constituents to formulate their policies and programmes on this question. The subject will also be discussed, among others, during a Social Policy Forum to be organised under the auspices of the International Institute for Labour Studies. This activity will be undertaken in collaboration with programme 50.4 (Equality of rights).

National machineries for promoting equality

140.67. Since the launching of the UN Decade for Women, many countries have established special bureaux or national machineries to promote equality of opportunity and treatment. The 1985 ILO Conference resolution and the Nairobi Forward-Looking Strategies call for the establishment or strengthening of such bodies, which vary widely in their institutional arrangements, mandates, co-ordinating functions and access to resources. During the biennium 1990-91, ways to strengthen these machineries in employment-related fields were discussed in two tripartite regional symposia, one for the Asian and Pacific Region and another for the industrialised countries. Another symposium will be held in 1992-93 in Latin America. A study will be undertaken on how such bodies can be most effective in employment and labour-related fields. Particular attention will be paid to their mandates and means of action and an examination will be made of the alternative options of building labour-related expertise within central equal opportunity bodies, developing equality-related expertise in labour and employment departments or a combination of these two options. Similar administrative arrangements for employers' and workers' organisations and the establishment of national tripartite machinery on the status of women workers will also be reviewed. This study will be issued as a working paper and used for discussions with ILO tripartite constituents during advisory missions. The operation of these machineries will also be discussed at the Social Policy Forum to be organised at the International Institute for Labour Studies.

Social Policy Forum

140.68. In order to discuss a selected number of issues related to policies, strategies and practical measures concerning the promotion of equality, it is planned to organise a Social Policy Forum under the auspices of the International Institute for Labour Studies. This forum will encourage a structured dialogue between practitioners, policy-makers and academics. It will review a set of policy options that have emerged from the interdepartmental project and will discuss a future agenda for action.

Advisory services

140.69. The various activities of the interdepartmental project will require follow-up action and practical application in collaboration with the social partners. Resources for advisory services are set aside to enable the Office to respond to requests in fields described above. The provision of such services is a key factor in rendering this overall project operational and in enabling action to be taken within the biennium.

140.3. Elimination of child labour

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	10/05
GENERAL SERVICE WORK-YEARS	3/00
NON-STAFF COSTS EXCLUDING RBTC	$409,500
RB TECHNICAL CO-OPERATION (RBTC)	$380,000
TOTAL	**$2,014,826**
OTHER SOURCES	-

140.70. The protection of children from work and at work is one of the basic principles of the International Labour Organisation. Indeed the preamble to the Constitution mentions the need to protect children and young persons.

140.71. A major part of the ILO's work for the abolition of child labour has been the adoption by the Conference of a series of Conventions and Recommendations dealing with the employment and work of children and young persons, culminating in the most comprehensive instruments on the subject, the Minimum Age Convention, 1973 (No. 138) and the accompanying Minimum Age Recommendation, 1973 (No. 146). In recent years the Office has expanded its work in this area by reinforcing other means of action, particularly research, information dissemination and direct technical assistance.

140.72. The work of the ILO in combating child labour has met with some degree of success. The principle of setting a minimum age for admission to employment is universally recognised and child labour has been virtually eliminated in most developed countries and in the formal sector of many developing countries. More and more developing countries are showing interest in pursuing an active policy aimed at the elimination of child labour.

140.73. Yet child labour continues to be a problem of enormous dimensions throughout the world. Millions of children are working in violation of national laws and international standards. Many of them work in extremely dangerous and hazardous occupations and industries. The persistence of the problem, together with the ILO's promotional efforts in respect of minimum age standards, have sustained and even renewed interest in the struggle against child labour, with the result that the Office has been receiving an increasing number of calls to reinforce its campaign against child labour. There has been growing interest from member States in direct assistance from the ILO for the formulation and implementation of practical policies and programmes and more requests are being made for information on various aspects of the problem from a wide range of organisations and individuals around the world.

140.74. This interdepartmental project is the Office's response to the renewed and growing global concern and to its constitutional obligation to combat child labour.

Objectives and programme strategy

140.75. A long-term objective of the International Labour Organisation, and of this project, is the effective abolition of child labour. The attainment of this objective will, however, take time and require progressive improvements in social and economic conditions in many countries. The 1979 Conference resolution on child labour therefore called for "social and legislative action for the progressive elimination of child labour and, during the transitional period until the elimination of child labour, to regulate and humanise it". Intensified action to this end was also called for by the 1984 Conference conclusions on PIACT.

140.76. The immediate objective of this programme is therefore to facilitate and promote the ratification and wider observance of international labour standards on child labour, especially the Minimum Age Convention, 1973 (No. 138). More specifically, the aims of the programme are to:

- improve the capability of member States to design and implement policies and programmes which would help them narrow the gap between national law and practice;
- identify policy options, strategies and practical measures for ILO constituents in their struggle against child labour, including the development of improved methods and instruments to ensure the application of national laws; and
- heighten the awareness of ILO member States and the international community as a whole as to the dimensions and consequences of child labour and national obligations under international labour law.

140.77. The work programme is characterised by flexibility and selectivity. To begin with, the nature and extent of child labour and the form and severity of the exploitation of child labour vary according to the region and country concerned, as does the degree of awareness and commitment and the scope for action. The programme of work must be flexible so as to address this diversity in regional and national conditions and needs. Region-specific and national-level activities will therefore be undertaken. This flexibility notwithstanding, the work programme is selective and puts special emphasis on two target groups and two types of action.

140.78. The seriousness and enormity of the problem on the one hand and the limited resources and institutional capability of many countries on the other require the establishment of priorities concerning objectives, targets and means of action. Urgent attention and immediate action should be taken in two areas:

- preventing the employment of children in hazardous work or employment; and
- protecting the youngest and most vulnerable children.

The latter implies, as a minimum objective, the prohibition of the employment of children who have not yet completed primary education or children under 12 or 13, which according to the Minimum Age Convention, 1973 (No. 138), is the minimum age for admission to light work. Specific activities directed at these two groups of child workers will therefore be undertaken.

140.79. A similar consideration underpins the choice of means of action. The Office's work in respect of standard setting and research over the years has been extensive. For this reason, virtually no activity is proposed as regards the former, and only a limited number of highly policy-oriented activities have been proposed in respect of the latter. In contrast, experience in recent years has demonstrated the special importance of complementing standard-setting or regulatory activities with action in at least two areas: the collection and dissemination of information which can be used by ILO constituents and various groups for policy development and advocacy; and the promotion of action at the national level through an integrated programme of research, training, and direct technical assistance.

140.80. It should be borne in mind that the goals of this project cannot be achieved in a single biennium, nor can its achievements be easily quantified. Its role should be viewed as a facilitator and promoter of basic principles and national action. As such, the primary measure of its impact should be the extent to which it has initiated a process of change or reinforced change in the behaviour and work of communities, governments and the international community at large. This may be difficult to quantify but the following could be considered as indicators of the impact or success of this programme:

- a significant increase in coverage of child labour issues in national and international media and in various fora;
- an enhanced campaign against child labour by ILO constituents and other groups;
- increased requests for information by various organisations and individuals around the world; and
- increased commitment by governments. This could take the following forms: policy statements, specific action programmes, requests for ILO technical assistance in policy formulation and implementation, and an expanded programme of technical co-operation.

In other words, the work carried out under this programme is intended to have an impact by leading to practical action and by creating wider public awareness of the ILO and its principles.

Promoting awareness of child labour issues and policies

140.81. The objective of this subprogramme is to promote wider awareness, at the international, regional and national levels, of the nature, extent and consequences of child labour and of the need and possibilities for action. This objective will be achieved through the collection and dissemination of statistical and practical information, advocacy on behalf of working children, and an international exchange of views and experiences.

Statistics on child labour

140.82. The ILO's work on child labour has shown the enormous value of information and of ILO statistics on child labour in influencing policy-making and sensitising national and international opinion. Indeed, there is a considerable and continuous demand on the Office from numerous organisations for precise information on the extent and magnitude of child labour in the world and in specific regions, industries and occupations. In 1979, the Conference emphasised the need to "reinforce the ILO's action through such means as factual surveys of national situations and practices" and to launch national campaigns "aimed at creating awareness among the general public of the adverse effects of child labour on his/her development". A similar call was made once again by the International Labour Conference in 1984 in its conclusions on PIACT. At present, the ILO's statistics on child labour are by-products of the Office's estimates and projections of the economically active population. While the data have proved useful in indicating and highlighting the spread of child labour in the world and in different regions, it is recognised that the information is not sufficiently accurate for an understanding to be gained of the quantitative and qualitative dimensions of the problem. Work will therefore be carried out to obtain more accurate statistics on the extent of child labour and its industrial and occupational distribution. This work will involve developing improved data collection methods and procedures targeted on child labour, and conducting special surveys in selected countries. This will result in the establishment of a global and regional data base on the economic activity of children and child labour. The estimates will be published and widely disseminated through the international media and will be used by the Office as a tool of advocacy. In addition, guide-lines will be prepared setting out the concepts, definitions and methodologies which countries could use when developing their own statistics on child labour. This work will be carried out in collaboration with major programme 120 (Labour information and statistics) and in co-operation with major programme 60 (Employment and development).

Reinforcing the campaign against child labour in developing countries

140.83. The nature and extent of child labour and the types of actions required to deal with it vary among regions. Africa has the highest incidence of child labour in the world, and the problem is likely to persist and even worsen as a result of urbanisation and the problems associated with structural adjustment. In 1989, participants in the African Regional Tripartite Workshop of Measures to Combat Child Labour held in Cairo pointed out the need, as a first step, for action aimed at raising public awareness and preventing the worst aspects of child labour, especially those associated with industrial and street work observed in other regions. In Asia and Latin America, the abuses, exploitation and risks facing child workers is also acute, but in these regions a wide range of pilot programmes and initiatives are being carried out by governments and non-governmental organisations. Many of these have shown an impressive record in assisting working and street children, but their scope is inevitably limited. There is therefore considerable interest on the part of governments and non-governmental organisations in information and guidelines on how the experiences from existing micro-programmes and initiatives can be adapted or replicated on a scale which corresponds to the widespread nature of the problem. ILO action at the regional level is therefore needed on two fronts: launching a campaign against child labour in Africa, and reinforcing existing action in Asia and Latin America. For this purpose the ILO will produce a set of booklets providing information on the conditions and needs of child workers in especially difficult circumstances; guidance on effective measures; a review of essential policies which should underpin programmes against child labour; and descriptions or examples of programmes which could be successfully adapted or replicated. These will be prepared in a manner which will make them adaptable or usable in the development of policies and programmes by national authorities or in the advocacy activities of non-governmental organisations. A reference book on resources and institutions on child labour will accompany this set of publications. The work will be carried out in collaboration with programme 90.3 (Conditions of work and welfare facilities).

International Symposium on Child Labour

140.84. The struggle against child labour requires the active involvement of a variety of groups and organisations around the world. In the past, discussions of policy and programme experiences have been limited almost exclusively to regional tripartite meetings or meetings organised for or by a particular sector of the international community. The increasing trend towards developing programmes at the national and local levels and the growing interest in practical approaches and educational policies to deal effectively and quickly with child labour point to the need for a wider exchange of views and experiences involving all those concerned with the problem of child labour. The year 1993, which will be the twentieth anniversary of the adoption of the ILO's comprehensive Minimum Age Convention, 1973 (No. 138), will be particularly timely for holding an international symposium on child labour. Such a symposium will generate increased interest in the problem and provide an opportunity for co-operation and collaboration among the organisations concerned in all parts of the world. The symposium will be an open meeting and will be attended by policy-makers in government, the representatives of workers' and employers' organisations, as well as internationally recognised persons in non-governmental organisations and research organisations in both developed and developing countries. It will be held in a developing country and last for five days. The ILO, UNESCO and UNICEF will collaborate in the organisation of the symposium and in providing secretariat services. Other interested agencies will also be invited to collaborate in the preparations for the symposium. Steps will be taken to obtain the support of a national institution in a developing country for the hosting of the symposium, and extra-budgetary resources will be sought to cover some of the organisational costs. In addition, some RBTC resources will be made available to finance participants from developing countries. The contributions and proceedings will be issued in a publication. These activities will be undertaken in collaboration with programme 90.3 (Conditions of work and welfare facilities).

Report on child labour

140.85. The need for the ILO to disseminate information and enhance its advocacy role has been pointed out repeatedly in numerous regional and international fora. For example, a United Nations meeting on child labour organised by the UN Commission on Human Rights in 1985 recommended that "the International Labour Office should arrange for information to be provided on a regular basis by governments and non-governmental organisations concerning the exploitation of child labour and of experiences to eliminate or reduce it, and should submit regularly a report which should be widely circulated". Towards the end of the biennium, the Office will therefore prepare a report on child labour intended for the general public, non-governmental organisations, human rights groups and the international media. This report will assess the child labour situation in the world, identify abusive and manifestly exploitative situations requiring priority attention, assess legal developments and provide information on innovative approaches and experiences. The report will highlight not only the problems facing child workers but also positive experiences and the various types of action which could be carried out to promote, improve and protect the welfare of children. The work will be undertaken in collaboration with programme 90.3 (Conditions of work and welfare facilities).

Child labour in hazardous occupations and industries

140.86. The types of hazards and risks that working children face vary according to the industry or occupation involved. They include: accidents and disease in the mining sector; exposure to toxic substances in plantations; carrying heavy loads in the construction industry; "moral dangers", drugs and night work in bars and catering establishments; and physical and sexual abuse in domestic service. There will therefore be a special focus on child labour in hazardous industries and occupations and special studies will be carried out in areas including the construction and manufacturing industries, domestic service, and hotels, bars and catering establishments. These studies will examine work-related hazards and risks; general conditions of work; recruitment and control mechanisms; and the measures that are required to bring about the elimination of child work in such occupations and industries. This work will result in the development of a guide for the prevention of the employment of children in hazardous work. The guide will also include methods of identifying hazardous, exploitative and abusive conditions. A check-list will be prepared of hazardous occupations and industries which policy-makers could use in drawing up legislation. In addition, a video programme on children in hazardous work will be produced for use in national media, community activities and the ILO's training and technical co-operation activities. These outputs will be widely distributed for use by policy-makers and inspection and enforcement officials, and will also be used in developing technical co-operation projects. This work is expected to lay the basis for a series of important activities in the next biennium, including the development of information and training materials aimed at preventing the employment of children in hazardous work. This work item will be carried out in collaboration with major programmes 100 (Sectoral activities) and 235 (Public information) and programmes 90.2 (Occupational safety and health) and 90.3 (Conditions of work and welfare facilities).

National policies and programmes

140.87. The objective of this subprogramme is to build the capability of member States to establish and implement policies and programmes for the elimination of child labour and the protection of working children. It aims to achieve this objective through: improved legislative and enforcement measures; appropriate incomes and employment policies; schooling; non-formal education, vocational training and apprenticeship schemes; and an integrated programme of research, training and direct technical assistance aimed at promoting action at the national level.

Policy design at the country level

140.88. A growing and effective means of ILO action in recent years has been the provision of an integrated programme of research, training and direct technical assistance to national policy formulation and programming. The ILO's technical assistance programme on child labour has usually consisted of three steps: investigation; direct and intensive consultations with policy-makers through informal or formal meetings; and, on this basis, the formulation of policies, legislation and programmes. This approach has been found effective in fostering co-operation between governments and the ILO and in securing external funds for technical co-operation projects. However, this programme of assistance has been rather limited up to the present time, partly because of the complexity of the subject and partly due to lack of experience in practical work in this area. The Office has now gained in knowledge and expertise and is therefore in a position to extend and expand its programme of action more rapidly at the national level. The model of technical assistance that has now been developed and is still being tested will be extended to several countries in Asia, Africa and Latin America. Policy and programming missions, technical advisory work and direct contact missions will be undertaken with those responsible for policies and programmes. This work will lead to the promotion and development of action at the national level. It is also expected to lead to the preparation of guide-lines for policy-makers on how to initiate and promote action in this field. The work will be carried out in collaboration with programme 90.3 (Conditions of work and welfare facilities). In addition documentary and audio-visual materials will be produced at low cost in collaboration with major programme 235 (Public information) and will provide examples and information on national and grass roots initiatives to deal with the problems of working children and to protect them against neglect, abuse and exploitation. Outputs under this work item will therefore include: comprehensive country reports resulting from country missions; national programmes of action; the organisation of national workshops and seminars; the provision of technical advisory services; and the production of video programmes. It is hoped that this work item will attract multi-bilateral resources for activities at the national level.

Implementation of minimum age legislation

140.89. Legislation prohibiting the employment of children below a certain age and defining the conditions under which children may legally work remain the major instrument of intervention for governments and the ILO. The insufficient efficacy of minimum age laws is, however, a matter of considerable concern. Some work has been carried out on the subject but only on an ad hoc basis. A comprehensive survey of experiences and problems in the implementation of minimum age laws will therefore be carried out and published in the form of a report. The focus will be on the reasons for the non-observance of legislation, particularly in relation to the complexity of laws and regulations, the degree of awareness by employers of national laws and regulations, and institutional mechanisms for their implementation. The report will be based on information supplied by the ratifying States on the Minimum Age Convention, 1973 (No. 138) (and, possibly, other relevant Conventions). In view of the pivotal role of inspection and enforcement in combating child labour, a practical guide and simple brochures for labour inspectors will be prepared on the difficulties involved in the detection and control of illegal child work. These activities are expected to result in future work on legislation, policy formulation and the training of labour inspectors, employers and trade union officals. This work will be carried out in collaboration with major programme 50 (International labour standards and human rights) and programme 80.3 (Labour administration).

Economic and social effects of minimum age laws

140.90. One of the factors inhibiting the implementation of minimum age laws is fear of the adverse economic and social consequences that are thought likely to arise. Such fears are often exaggerated, but cannot be ignored. In order to allay these fears and to promote rational policy dialogue it is important to assess the potential economic and social effects of the effective implementation of minimum age laws. This will be done through case studies of countries with a particularly high prevalence of child labour. In each case, surveys will be undertaken of enterprises in industries which are highly dependent on child labour in order to derive parameters for estimating the potential effects of implementing minimum age laws on output, profitability, and the demand for labour. Special attention will be given to the likely extent of substitution of adult for child labour and the possible changes in production techniques which will enhance productivity and the capacity to survive without child labour. These enterprise surveys will be complemented by tracer surveys of households supplying child labour to these industries in order to estimate the potential effects of applying minimum age laws on household welfare. These surveys will be carried out through external collaboration contracts with national research institutions. The outputs from the work will be country reports giving quantitative estimates of the potential economic and social effects of implementing minimum age laws as well as information on the nature of the demand for and supply of child labour. These reports will provide the basis for a more empirically based discussion of policy options for dealing with the problem of child labour as well as for the design of compensatory economic and social policies to deal with the consequences of its abolition. It is expected that the conclusions emerging from these studies will demonstrate that the adverse economic and social effects of abolishing child labour are unlikely to be very substantial and can be effectively dealt with through compensatory policies. This work will be carried out in collaboration with programme 60.3 (Employment and manpower planning and labour market analysis) and other relevant programmes.

Non-formal education and vocational training

140.91. In the transitional period before child labour is eliminated, non-formal education and vocational training are key elements in improving the situation of working children. The majority of working children, including those who are working legally, are locked in dead-end occupations and their lack of educational and training opportunities is a major contributory factor to their continued social and economic deprivation. Non-formal education, with its flexible timetable, can provide educational opportunities for children who work during a part or all of normal school hours and should be designed to provide these children with skills that are useful to them in finding more suitable income-earning possibilities. Non-formal education and vocational training are also vital elements of employment and training-cum-work schemes, through which attractive alternative employment opportunities can be offered as part of balanced national child labour policies. The Office will therefore prepare a guide on the design and provision of non-formal education and vocational training that is suited to the special needs and conditions of working children. The guide will include information on: various kinds of non-formal education and vocational training programmes for working children; methods of reconciling education and work schedules; ways of making non-formal education and training attractive and accessible for working children; various methods for reducing costs; the role of traditional apprenticeship schemes and modern educational and training institutions; ways in which employers can assist in the design of education and training programmes that are closely related to labour market needs and in the provision of protected employment opportunities; and the design of appropriate curricula and syllabuses. Emphasis will be placed on the role of traditional apprenticeships and the measures that are needed to develop them further as a vehicle for improving the situation of working children. This work item is likely to lead to the development of technical co-operation projects. The work will be carried out in collaboration with major programme 70 (Training).

140.4. Programme flexibility reserve

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	4/04
GENERAL SERVICE WORK-YEARS	2/00
NON-STAFF COSTS EXCLUDING RBTC	$278,136
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$829,752**
OTHER SOURCES	-

140.92. The Director-General holds the view that the ILO's Programme and Budget should contain some provision for activities which cannot be foreseen at the time of the adoption of the budget by the Conference. Taking account of the need for the Office to be able to respond in a flexible manner to the changing needs of its constituency, a new programme is being initiated under the title "Programme flexibility reserve". The resources set aside under this heading will cover two or three work items of a technical nature, which could include research leading to publication, information dissemination and public information activities, and technical advisory services.

140.93. The convening of a meeting, in order to consult the ILO's constituents and provide a forum for the exchange of information, is often an appropriate response to an unforeseen development in the labour field. Resources amounting to $222,000 will therefore be allocated for two technical meetings on subjects to be determined at a later date. These resources will cover meetings of a duration of three calendar days, with the participation of eight persons nominated by each of the groups in the Governing Body, and 0/02 Professional work-year is set aside for the preparation of a working document for each meeting.

140.94. Expenditure authorised by the Governing Body under Part II of the budget (major programme 295 (Unforeseen expenditure)) normally arises either from decisions of the ILO's policy-making organs, including for example Commissions of Inquiry, or from decisions of the UN General Assembly and the International Civil Service Commission after the adoption of the budget, which give rise to additional staff costs. In contrast it is envisaged that proposals for expenditure out of the Programme flexibility reserve will be proposed by the Director-General on his own initiative, after appropriate consultations. These proposals may be prepared before the biennium begins, in the period following the discussion of the Programme and Budget proposals by the Governing Body, or during the biennium. Moreover whereas expenditure from Part II of the budget is normally conditional on the exhaustion of any savings under Part I, this condition would not be reflected in decisions in respect of expenditure from the flexibility reserve. However, in accordance with article 15 of the Financial Regulations, the Director-General will submit proposals for expenditure to the Programme, Financial and Administrative Committee of the Governing Body, for approval.

Major Programme 140. Interdepartmental Projects

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
140.1. EMPLOYMENT PROMOTION AND STRUCTURAL ADJUSTMENT : LABOUR POLICIES FOR ADJUSTMENT										
EMPLOYMENT CHANGES DURING STRUCTURAL ADJUSTMENT	1/09	-	177,786	80,000	257,786	-	-	-	-	-
ADJUSTMENT AND MANAGEMENT OF LABOUR UNDER PUBLIC SECTOR ADJUSTMENT	5/00	-	507,960	140,000	647,960	-	-	-	-	-
COMPENSATORY MEASURES TO MITIGATE TRANSITION COSTS	2/03	-	228,582	50,000	278,582	-	-	-	-	-
ROLE OF TRADE UNIONS, EMPLOYERS' ORGANISATIONS AND STANDARDS IN PUBLIC SECTOR ADJUSTMENT	1/00	-	101,592	20,000	121,592	-	-	-	-	-
POPULAR PUBLICATION ON LABOUR POLICIES FOR ADJUSTMENT	-	-	-	30,000	30,000	-	-	-	-	-
MEETING ON EMPLOYMENT AND STRUCTURAL ADJUSTMENT	-	-	-	92,000	92,000	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	100,000	100,000	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	2/00	314,568	100,281	414,849	-	-	-	-	-
1992-93 TOTALS	**12/00**	**2/00**	**1,330,488**	**612,281**	**1,942,769**	-	-	-	-	-
1990-91 TOTALS	-	-	-	-	-	-	-	-	-	-
140.2. EQUALITY FOR WOMEN IN EMPLOYMENT										
ENHANCING THE EFFECTIVENESS OF LEGISLATION	4/00	0/04	424,932	326,000	750,932	-	-	-	-	-
OBSTACLES TO EQUALITY IN THE LABOUR MARKET	3/10	0/02	398,718	155,000	553,718	-	-	-	-	-
POLICIES AND PRACTICAL MEASURES	3/02	-	321,708	207,000	528,708	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	280,000	280,000	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	1/04	2/00	246,840	25,000	271,840	-	-	-	-	-
1992-93 TOTALS	**12/04**	**2/06**	**1,392,198**	**993,000**	**2,385,198**	-	-	-	-	-
1990-91 TOTALS	-	-	-	-	-	-	-	-	-	-
140.3. ELIMINATION OF CHILD LABOUR										
PROMOTING AWARENESS OF CHILD LABOUR ISSUES AND POLICIES	4/05	0/06	476,544	282,500	759,044	-	-	-	-	-
NATIONAL POLICIES AND PROGRAMMES	4/06	-	457,164	127,000	584,164	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	380,000	380,000	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	1/06	2/06	291,618	-	291,618	-	-	-	-	-
1992-93 TOTALS	**10/05**	**3/00**	**1,225,326**	**789,500**	**2,014,826**	-	-	-	-	-
1990-91 TOTALS	-	-	-	-	-	-	-	-	-	-

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
140.4. PROGRAMME FLEXIBILITY RESERVE										
PROGRAMME FLEXIBILITY RESERVE	4/00	2/00	517,752	90,000	607,752	-	-	-	-	-
TWO TECHNICAL MEETINGS TO BE DECIDED LATER	0/04	-	33,864	188,136	222,000	-	-	-	-	-
1992-93 TOTALS	**4/04**	**2/00**	**551,616**	**278,136**	**829,752**	-	-	-	-	-
1990-91 TOTALS	-	-	-	-	-	-	-	-	-	-

Major Programme 150. Programming and Co-ordination of Technical Co-operation

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U.S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
150.10	DEPARTMENTAL MANAGEMENT	2/00	2/00	374,280	30,437	404,717
150.20	PROMOTION OF TECHNICAL CO-OPERATION	7/00	3/00	878,220	980,851	1,859,071
150.30	EQUIPMENT PROCUREMENT AND SUB-CONTRACTING	-	-	-	-	-
150.40	TECHNICAL CO-OPERATION PERSONNEL SERVICES	-	-	-	-	-
1992-93	**TOTALS**					
	REGULAR BUDGET	9/00	5/00	1,252,500	1,011,288	2,263,788
	OTHER SOURCES	47/00	67/00	8,578,188	1,523,390	10,101,578
1990-91	**TOTALS**					
	REGULAR BUDGET	9/00	5/00	1,252,500	1,073,740	2,326,240
	OTHER SOURCES	45/00	61/00	8,071,880	1,262,362	9,334,242

150.1. The functions of this major programme include overall co-ordination, policy guidance, resource mobilisation and relations in support of ILO technical co-operation, as well as the direct implementation of equipment procurement, subcontracting and personnel services for technical co-operation projects. Its functions also cover the co-ordination of the activities of the Turin Centre (major programme 75) with the overall ILO technical co-operation programme.

150.2. Programme 150.1 (Departmental management) and a part of programme 150.2 (Promotion of technical co-operation) are covered by the regular budget. Programmes 150.3 (Equipment procurement and subcontracting) and 150.4 (Technical co-operation personnel services) and a large part of programme 150.2 are financed from programme support income.

150.3. The ILO's technical co-operation programme has experienced steady growth in recent years. In the biennium 1992-93, the volume of the programme is expected to be maintained as a result of high levels of approvals in previous years and as a reflection of the continued demand for technical co-operation to meet the diverse needs of the ILO's constituents and of member States at various stages of social and economic development. However, ILO implementation of UNDP-financed technical co-operation is unlikely to increase, and may decline because of the changes in the UNDP system described below.

150.4. In the biennium 1992-93, the ILO's technical co-operation programme will be confronted with several major challenges. In the first place, the trend towards more specialised project inputs will continue, and be combined with requests for interdisciplinary programme approaches requiring careful co-ordination within the Office. Secondly, as mentioned in the Introduction, the recent trends in the international policy environment for development co-operation, reflected in particular in the resolution 44/211 of the United Nations General Assembly adopted in December 1989, are expected to have a profound effect on the financial terms and modalities for the delivery of multilateral technical assistance. The national and government execution of projects is expected to increase, and this may be expected to lead to an increasingly competitive environment. These changes will have a major impact on the procedures for implementing projects, on the availability of resources and on the working relationships between governments, the UNDP and the ILO. It will be necessary to co-ordinate the ILO's policy and operational response, in order to mobilise extra-budgetary resources so as to sustain the relevance of the technical co-operation programme, and enhance its cost-effectiveness.

150.5. Summarised briefly, the overall objectives of the major programme are:

a) an effective technical co-operation policy response to the needs of the ILO's tripartite constituents that is in keeping with its mandate;

b) a coherent ILO programme at the country level that is supportive of national development objectives and of international development strategies in the ILO's fields of competence; and

c) a co-ordinated and cost-effective technical co-operation programme that is consistent with the ILO's financial and technical capacity and complementary to its other means of action.

150.6. In pursuit of these objectives, the work of the major programme will be directed towards better co-ordinated, interdepartmental approaches to technical co-operation. Relations will be strengthened with existing and potential donors and agencies, and within and outside the UN system, with a view to mobilising adequate financial resources to meet the need for ILO technical co-operation. Equipment and subcontractors' services for technical co-operation projects will be procured in a timely, economical and efficient manner and training will be provided in modern international procurement procedures and methods for national personnel in developing countries. The activities covered by the major programme will also include: the expansion and updating of a roster of highly qualified experts and consultants in the various areas of the ILO's technical competence and improved delivery of personnel services to technical co-operation projects; the servicing of the Governing Body Committee on Operational Programmes and other Governing Body committees, regional meetings and the International Labour Conference in relation to technical co-operation matters; and representation of the Office at intergovernmental and inter-agency meetings, reviews and conferences dealing with technical co-operation.

150.7. This major programme continues to be funded mainly from programme support income. With a view to better responding to the increasing demand for follow-up, support and co-ordination at headquarters of ILO operational activities, 2/00 Professional and 6/00 General Service work-years, financed from programme support income, have been added under programme 150.2 (Promotion of technical co-operation) to establish an inter-regional liaison service. The regional liaison services were discontinued as from 1989 as a result of the Programme and Budget reductions decided in November 1988, but consultations with the regional departments have confirmed the imperative need to re-establish such services, albeit on a smaller scale. Under the regular budget there is a net reduction of $62,452 compared with the biennium 1990-91.

150.1. Departmental management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	2/00
NON-STAFF COSTS EXCLUDING RBTC	$30,437
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$404,717**
OTHER SOURCES	-

150.8. The resources allocated to this programme cover the director of the department and secretarial support staff. This programme also covers the co-ordination of the activities of the Turin Centre (major programme 75) with the overall ILO technical co-operation programme. The resources previously shown under this programme for the ILO contribution to the cost of the secretariat of the Consultative Committee on Substantive Questions – Operational Activities (CCSQ/OPS) are now shown under major programme 290 (Other budgetary provisions).

150.2. Promotion of technical co-operation

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	7/00
GENERAL SERVICE WORK-YEARS	3/00
NON-STAFF COSTS EXCLUDING RBTC	$30,851
RB TECHNICAL CO-OPERATION (RBTC)	$950,000
TOTAL	**$1,856,071**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	15/00
GENERAL SERVICE WORK-YEARS	17/00
NON-STAFF COSTS	$1,409,028
TOTAL, EXCLUDING TECHNICAL CO-OP	**$3,939,672**
TECHNICAL CO-OPERATION	-

150.9. This programme covers a wide range of tasks and responsibilities in relation to the promotion, co-ordination and programming of technical co-operation. The functions of the programme include the formulation of policies and strategies for the promotion of technical co-operation. Close collaboration will be developed and maintained with donor agencies, and particularly with UNDP, WFP, multi-bilateral donors, international and regional financial institutions, including Arab funds and NGOs, with a view to influencing overall development programmes and policies in areas of ILO concern, enhancing complementarity of action and mobilising resources for the ILO's technical co-operation activities.

Policy and programme development

150.10. This subprogramme covers the overall policy aspects of ILO technical co-operation, including the analysis of developments in the international policy environment concerning development co-operation and advising the Office on their implications for the ILO's operational activities. The Office is represented in intergovernmental and inter-agency consultations, committees and meetings dealing with technical co-operation with a view to ensuring that the ILO's interests and concerns are duly reflected in the formulation of policies and strategies. Within the Office, policy guidance and support is provided to technical departments and the field structure with the objective of ensuring that ILO activities are consistent with overall development strategies. Several Office-wide concerns, including ILO programmes with regard to LDCs, land-locked countries, island developing countries, and the promotion of ECDC/TCDC also come under the responsibility of the subprogramme.

150.11. Activities also include the servicing of the Governing Body Committee on Operational Programmes, attendance at regional conferences, technical meetings and other ILO bodies on matters relating to technical co-operation, and co-ordinating follow-up action to decisions regarding ILO technical co-operation flowing from reviews in these bodies, and from internal studies of various aspects of operational activities. A priority concern, arising from the resolution and conclusions concerning the role of the ILO in technical co-operation adopted by the International Labour Conference in 1987, is to forge linkages and enhance the complementarity of technical co-operation and international labour standards. In this connection, guide-lines and training modules will be developed and ILO staff and constituents will be trained in collaboration with major programmes 50 (International labour standards and human rights) and 75 (Turin Centre). Training activities will be organised for ILO headquarters and field staff on the programming, monitoring and implementation of ILO technical co-operation programmes and projects.

150.12. This subprogramme covers the promotion and co-ordination of ILO technical co-operation programmes financed by UNDP and the funds it administers, including UN volunteers. ILO participation is ensured at all stages in the UNDP programming cycle, including sectoral and country round-table meetings and meetings related to the formulation of new country programmes. Direct responsibility is taken for negotiating ILO involvement in UNDP-financed regional and inter-regional projects. In view of the increased demands for aid co-ordination on an integrated, multi-sectoral basis, a framework will be developed in collaboration with ILO field offices for the formulation of a coherent ILO programme at the country level.

150.13. The ILO Plan of Action on Equality of Opportunity and Treatment for Men and Women in Employment calls for issues relating to women in development to be taken into account in the design and implementation of all technical co-operation projects. This will be done in close collaboration with the major technical programmes and the Special Adviser on Women Workers' Activities. Co-ordination will also be maintained between the ILO, its constituents, other multilateral organisations and donor agencies with a view to improving the economic and social situation of women through ILO technical co-operation.

150.14. Work will continue on the development and implementation of a technical co-operation management information system to produce information and data on the ILO's operational activities for the use of senior management and various ILO bodies, and for reporting to various inter-agency fora. It will enable managers at all levels, both at headquarters and in the regional departments, to monitor the progress of projects from their early planning stages through to completion and phasing out and to identify constraints and bottlenecks in implementation. An early warning indicator system is also being developed and implemented to enable managers to identify difficulties that have been encountered. The system will make it easier to take corrective action, particularly if there is delay in delivering projects or project components. A pipeline information service will also be progressively developed for comprehensive country-level data, including country profiles, to support the development of a coherent framework for country programmes.

150.15. An amount of $950,000 is shown as the general reserve provision for regular budget technical co-operation (RBTC). This provision will enable the Office to respond in a flexible manner to unforeseen needs. The general reserve will also be used to: co-finance with other RBTC resources large, regional or inter-country projects that involve both headquarters and the regional major programmes; support the ILO's policy and operational response to new developments in international development co-operation in fields such as the social aspects of structural adjustment; and finance technical co-operation activities related to standard setting.

150.16. As regards the administration of RBTC in general, particular attention will be paid to the need to use RBTC as seed money to prepare projects for subsequent extra-budgetary funding. Care will also be taken to ensure that RBTC is used to cover needs and priorities for ILO assistance which cannot be met from extra-budgetary resources. This will include the promotion and implementation of ILO standards. General guide-lines on the use of RBTC will be formulated and recommendations prepared concerning the allocation of these resources, and the monitoring and the implementation of RBTC projects.

Development and co-ordination of multi-bilateral and investment-related activities

150.17. Two subprogrammes that were previously shown separately have been merged in order to integrate the co-ordination of promotional, liaison and monitoring functions in relation to all external sources of financing other than UNDP and associated funds. These include multi-bilateral donors, the EEC, the World Bank and regional and subregional development banks including Arab funds and NGOs. The merger into one subprogramme leads to a net saving of 2/00 Professional and 2/00 General Service work-years.

150.18. In recent years, there has been a significant shift in the composition of the financing sources for the ILO's technical co-operation programme. While UNDP remains the largest source, financing from other sources has been expanding rapidly, and offers the greatest potential for further increases. In view of the policy changes likely to affect the UNDP-financed components of the programme, it will be important in future years to further strengthen existing collaboration with these other donor sources.

150.19. Resources will continue to be mobilised from established and potential multi-bilateral donors, including Arab sources and the EEC, through the promotion and negotiation of technical co-operation projects. Periodic review meetings will be organised with donor agencies and technical and regional major programmes will be informed of trends, priorities and procedures relating to the multi-bilateral programme. The resource mobilisation activities covered by this subprogramme are integrated with those of the Turin Centre. The work of the subprogramme also includes negotiating agreements with donors concerning the associate expert scheme and co-ordinating the prospection for associate expert posts with the general multi-bilateral programme.

150.20. The objectives of the ILO's pre-investment and investment-related activities are the following: to assist developing countries obtain capital assistance from international financial institutions, such as the World Bank and the regional development banks, by identifying and preparing projects in the ILO's fields of competence; to advise on the appropriate mix of capital and technical assistance to enable borrower governments to make effective use of these resources; and to influence the lending policies of international and regional financial institutions in relation to human resources development and other social aspects of development that are of particular concern to the ILO. These activities involve monitoring the policies and operations of these institutions, promoting pre-investment activities and negotiating funds-in-trust agreements for the implementation of technical assistance components of loans and credits from these institutions. Close co-operation is maintained with the ILO offices in Washington, Abidjan and Manila, which are responsible, respectively, for liaison with the World Bank and the Inter-American Development Bank, the African Development Bank and the Asian Development Bank.

Inter-regional liaison service

150.21. This subprogramme covers liaison services between headquarters and three regional major programmes (Africa, Asia and the Pacific and Latin America and the Caribbean) on operational matters. For this purpose resources amounting to 2/00 Professional and 6/00 General Service work-years are to be added from programme support income. The activities envisaged will aim at ensuring that the specific needs and priorities of the regions and their constituent countries are properly taken into account in activities at headquarters relating to operational matters, and advising the regional departments, and other ILO field offices, regional centres and experts on ILO policies on operational matters. The activities of this subprogramme will include: undertaking substantive analytical work on regional, subregional and country-level issues and programmes; establishing a documentation system at the regional and country level; preparing discussion papers and notes for the periodic meetings between members of the Directorate and the regional directors; and participating in work related to the preparation and application of a framework for programming at the country level and the development of review mechanisms at the regional level to facilitate the concentration of technical co-operation activities in the core areas of the ILO's mandate. Other work will include co-ordinating the visits of UNDP Resident Co-ordinators to headquarters, facilitating headquarters level work relating to regional meetings, liaising with permanent missions in Geneva on region/country specific operational activities, and liaising between headquarters services and field offices to resolve problems in the delivery of ILO technical co-operation.

Liaison with the World Food Programme, WFC and IFAD

150.22. This subprogramme covers co-operation and relations with the World Food Programme (WFP), the World Food Council (WFC), the International Fund for Agricultural Development (IFAD), the Office of the United Nations High Commissioner for Refugees (UNHCR), the Office of the United Nations Disaster Relief Co-ordinator (UNDRO) and the Office of the Co-ordinator for the United Nations Humanitarian and Economic Assistance Programme relating to Afghanistan (UNOCA), at both the policy and operational levels, with a view to mobilising additional resources in support of ILO objectives and activities in developing countries. The decision-making bodies of these agencies will continue to be kept aware of ILO policies and programmes and the ILO's technical departments and field offices will be encouraged to collaborate with them.

150.23. Inter-agency co-operation for the promotion of food production, employment and incomes is expected to continue during the biennium 1992-93 as a result of the critical social and economic situation in many developing countries. Special efforts will be made to identify specific situations where food aid could enhance the impact of ILO technical co-operation activities through food-for-work and other related programmes, and special attention will be paid to promoting linkages between food aid, capital aid and technical assistance. ILO assistance is also likely to be sought in connection with projects to promote the welfare of the increasing number of refugee populations. The ILO will participate in the preparation, appraisal and evaluation of WFP-assisted development activities in the WFC-sponsored national and international food strategy review exercises, in the preparation and implementation of IFAD loans and in the programming activities of UNHCR and UNDRO.

150.24. In view of the interdisciplinary nature of the food issue, the work of this subprogramme relies on, and supplements, the activities of the technical and regional major programmes in relation to food policies and programmes, especially as regards employment, infrastructural works, training, co-operative self-help and compliance with international labour standards. Several of the technical major programmes contribute to joint WFP/ILO activities by the provision of staff resources, amounting to some 1/08 Professional work-years in each biennium, for food aid evaluation and appraisal missions. Significant additional resources, in the form of technical advisory services, are devoted to food-related activities and are shown under the technical major programmes. Extra-budgetary resources for food-related activities of the order of $1,320,000 are expected to be provided by WFP in accordance with existing agreements. 4/00 Professional and 4/00 General Service work-years are included under these resources.

150.3. Equipment procurement and subcontracting

REGULAR BUDGET	-
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	20/00
GENERAL SERVICE WORK-YEARS	26/00
NON-STAFF COSTS	$66,743
TOTAL, EXCLUDING TECHNICAL CO-OP	**$3,546,575**
TECHNICAL CO-OPERATION	-

150.25. The objective of this programme is to provide a service to developing countries and to lending and development agencies through: the procurement of technical co-operation equipment and related services; the subcontracting of the construction of physical facilities; the provision of administrative support for subcontracted services; the establishment of documentary material, including equipment planning guides; the dissemination of information; and the provision of technical advisory services to build up procurement competence in developing countries, including courses in procurement management undertaken in co-operation with the Turin Centre.

150.26. The programme is financed entirely from programme support income. The nature of equipment procurement has been steadily changing in response to technological advances and the need for more specialised equipment in developing countries. Emphasis will therefore be placed on providing a higher and more effective level of service in terms of quality, cost and speed of delivery. The total resources available to the programme in the biennium 1992-93 will be 20/00 Professional and 26/00 General Service work-years, in addition to $66,743 in non-staff resources covering requirements for missions, printing and the revision of equipment planning guides. The periodic updating and effective utilisation of text processing and database systems are indispensable in order to meet the varied work demands of this programme and to respond with greater flexibility to the needs of developing countries.

Equipment procurement

150.27. The activities of this subprogramme include: the identification of equipment requirements; the screening of equipment requests; the identification of new sources among supplying firms; tendering; bid evaluation; the placement of purchase orders; the monitoring of timely and correct delivery; arrangements for inspecting, transporting, insuring and handling goods; the monitoring of installation and commissioning; the preparation, submission and follow-up of insurance claims; the control and certification of invoices; the briefing of chief technical advisers and experts on procurement matters; and relations with the international business community and recipient governments. Co-operation with developing countries and lending and development agencies will continue to be strengthened. The total value of equipment purchased in 1988-89 was $83.4 million, compared with $54.1 million in 1986-87. This level is expected to rise further in the biennium 1992-93 in view of the increased work on projects financed by development banks and other donor agencies, despite a possible decline in procurement work for UNDP-financed projects.

Subcontracting of works and services

150.28. This subprogramme acts as the focal point within the Office for specific administrative issues relating to subcontracts for works and services concluded with local or international construction and consulting firms or institutions. Its activities include assuming full responsibility for subcontracts involving the design and construction of physical facilities. The total value of subcontracts awarded in 1988-89 was $11.9 million (378 contracts) as compared to $7.6 million (306 contracts) in 1986-87.

Documentation and dissemination of information

150.29. The objective of this subprogramme is to provide member States, development banks, other aid agencies and supplying and consulting firms with technical information on the procurement of equipment and the subcontracting of works and services in order to make the procedures and operations involved in equipment procurement and subcontracting fully transparent for the users. Statistical data will be collected and will include information on practices and procedures aimed at a more equitable distribution of sources of procurement for technical co-operation projects. Periodic reports will be issued for use inside and outside the UN system.

150.30. The activities covered by this subprogramme also include the systematic updating of the ILO series of equipment planning guides, the cost-effectiveness of which has been recognised by UNDP, development banks, governments and many aid agencies. Since 1977, 17 equipment planning guides have been published in English (of which 13 are also available in French) for vocational and technical training and education programmes.

Development of procurement competence

150.31. The objective of this subprogramme is to assist developing countries to improve the quality and range of skills and the knowledge of national personnel concerned with the procurement of equipment, subcontracting and equipment maintenance. The aim is to enhance these countries' self-reliance in these disciplines. The relevant technical advisory services include the transfer of skills in areas such as the preparation of equipment lists, technical specifications and bidding documents, the evaluation of bids, the award of contracts and the transport, insurance, installation and maintenance of the equipment supplied. These services meet an important need and are organised and structured to complement activities carried out by other ILO programmes. Where appropriate, they are linked with courses in procurement management and supply operations undertaken in co-operation with the Turin Centre.

Programme management and support

150.32. This subprogramme covers the management of the programme, as well as its secretarial and administrative support. It includes liaison with UNDP, development banks, aid agencies and other UN agencies and the provision of advisory and promotional services intended to generate extra-budgetary income for new projects. Provision has also been made for the travel and printing requirements of the programme as a whole.

150.4 Technical co-operation personnel services

REGULAR BUDGET	-
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	12/00
GENERAL SERVICE WORK-YEARS	24/00
NON-STAFF COSTS	$47,619
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$2,615,331**
TECHNICAL CO-OPERATION	-

150.33. This programme covers the full range of personnel services relating to technical co-operation project implementation, starting from the prospection, recruitment and placement to the separation and repatriation of experts and associate experts. Its activities include dealing with policy matters concerning the recruitment and service conditions of national experts and systematically overseeing and guiding both the specific and overall administration of those conditions. Finally, (in close collaboration with the UN Security Co-ordinator, New York) regulations and practical measures designed to ensure the safety and security of ILO personnel stationed in the field are monitored and administered. With the continuing growth in project approvals and delivery as well as the use of national and short-term expertise, which is likely to be maintained in 1992-93, it is reasonable to expect a further rise in the level of activities executed under the programme.

Recruitment of experts

150.34. This subprogramme covers the full range of services from prospection through recruitment, selection, extension, transfer, termination, repatriation, briefing and debriefing, to the administration of contractual rights, entitlements and obligations of experts and associate experts assigned to technical co-operation projects. It also covers operation of the computer-based personnel records system (PASREC) which, among other functions, serves to monitor the progress of recruitment. Close collaboration is maintained with recruitment services in other international organisations, with established national recruitment services and with associate expert donor countries and UNDP offices in the field. Excluding national experts, the average number of experts and associate experts in service per month was 620 in 1988 and 680 in 1989, an increase of 9.7 per cent. If present trends continue, there will be a further increase in 1992-93.

Recruitment planning and monitoring

150.35. The activities covered by this subprogramme include: the receipt, registration and screening of job applications; the preparation and placement of advertisements for vacant posts and the processing of replies; the organisation of specific candidate prospection exercises; the maintenance of the computerised expert candidature roster (PASCAN) and the recruitment records system (PASREC); and forecasting expert manpower requirements. Detailed information is collected on prospective candidates for expert and consultant positions, summaries and abstracts of curricula vitae are prepared and interviews carried out with candidates if they appear suitable for the PASCAN roster. Performance in prospection and recruitment is monitored and analysed by the collation of statistics on vacant posts, recruitments, terminations, and the geographical and sex distribution of candidates in the roster.

Major Programme 150. Programming and Co-ordination of Technical Co-operation

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
150.1. DEPARTMENTAL MANAGEMENT										
DEPARTMENTAL MANAGEMENT	2/00	2/00	374,280	30,437	404,717	-	-	-	-	-
1992-93 TOTALS	**2/00**	**2/00**	**374,280**	**30,437**	**404,717**	-	-	-	-	-
1990-91 TOTALS	**2/00**	**2/00**	**374,280**	**30,437**	**404,717**	-	-	-	-	-
150.2. PROMOTION OF TECHNICAL CO-OPERATION										
POLICY AND PROGRAMME DEVELOPMENT	4/00	-	406,368	-	406,368	6/00	7/00	999,396	-	999,396
DEVELOPMENT AND CO-ORDINATION OF MULTI-BILATERAL AND INVESTMENT-RELATED ACTIVITIES	1/00	-	101,592	-	101,592	7/00	4/00	933,912	-	933,912
INTER-REGIONAL LIAISON SERVICE	-	-	-	-	-	2/00	6/00	537,336	10,000	547,336
LIAISON WITH WORLD FOOD PROGRAMME, WFC AND IFAD	-	-	-	-	-	-	-	-	1,320,000	1,320,000
TECHNICAL CO-OPERATION	-	-	-	950,000	950,000	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	3/00	370,260	30,851	401,111	-	-	60,000	79,028	139,028
1992-93 TOTALS	**7/00**	**3/00**	**878,220**	**980,851**	**1,859,071**	**15/00**	**17/00**	**2,530,644**	**1,409,028**	**3,939,672**
1990-91 TOTALS	**7/00**	**3/00**	**878,220**	**1,043,303**	**1,921,523**	**13/00**	**11/00**	**2,024,336**	**1,148,000**	**3,172,336**
150.3. EQUIPMENT PROCUREMENT AND SUB-CONTRACTING										
EQUIPMENT PROCUREMENT	-	-	-	-	-	12/00	18/00	2,221,560	-	2,221,560
SUB-CONTRACTING OF WORKS AND SERVICES	-	-	-	-	-	2/00	2/00	314,568	-	314,568
DOCUMENTATION AND DISSEMINATION OF INFORMATION	-	-	-	-	-	2/00	2/00	314,568	-	314,568
DEVELOPMENT OF PROCUREMENT COMPETENCE	-	-	-	-	-	2/00	2/00	314,568	-	314,568
PROGRAMME MANAGEMENT AND SUPPORT	-	-	-	-	-	2/00	2/00	314,568	66,743	381,311
1992-93 TOTALS	-	-	-	-	-	**20/00**	**26/00**	**3,479,832**	**66,743**	**3,546,575**
1990-91 TOTALS	-	-	-	-	-	**20/00**	**26/00**	**3,479,832**	**66,743**	**3,546,575**
150.4. TECHNICAL CO-OPERATION PERSONNEL SERVICES										
RECRUITMENT OF EXPERTS	-	-	-	-	-	7/00	17/00	1,657,908	-	1,657,908
RECRUITMENT PLANNING AND MONITORING	-	-	-	-	-	3/00	5/00	583,236	-	583,236
PROGRAMME MANAGEMENT AND SUPPORT	-	-	-	-	-	2/00	2/00	326,568	47,619	374,187
1992-93 TOTALS	-	-	-	-	-	**12/00**	**24/00**	**2,567,712**	**47,619**	**2,615,331**
1990-91 TOTALS	-	-	-	-	-	**12/00**	**24/00**	**2,567,712**	**47,619**	**2,615,331**

Major Programme 160. Personnel

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
160.10	DEPARTMENTAL MANAGEMENT	4/00	2/00	577,464	81,000	658,464
160.20	PERSONNEL DEVELOPMENT	14/00	22/11	2,903,563	873,381	3,776,944
160.30	PERSONNEL POLICY	14/00	9/06	1,959,362	48,000	2,007,362
160.40	STAFF BENEFITS	6/05	15/10	1,533,672	81,900	1,615,572
160.50	PERSONNEL INFORMATION MANAGEMENT	4/00	11/08	1,083,208	99,000	1,182,208
1992-93	**TOTALS**					
	REGULAR BUDGET	42/05	61/11	8,057,269	1,183,281	9,240,550
	OTHER SOURCES	1/07	24/01	1,505,659	530,342	2,036,001
1990-91	**TOTALS**					
	REGULAR BUDGET	42/05	64/05	8,295,538	1,386,027	9,681,565
	OTHER SOURCES	1/07	20/09	1,316,463	369,215	1,685,678

160.1. This major programme provides for the planning, formulation and administration of personnel policies for the entire staff of the Office.

160.2. The continuing activities of the major programme are: prospection, selection, recruitment and placement of staff (except technical co-operation personnel); manpower planning and career development; administration of the rules and regulations governing terms and conditions of employment; advisory services to line management and individual officials on personnel questions; development of personnel policy and its co-ordination within the United Nations family of organisations to meet the ILO's changing needs; the conduct of staff-management relations, including consultations and negotiations with staff representatives and communication with the staff at large; the development and operation of job classification systems and appeals procedures; salary administration; the administration of allowances and other entitlements; staff training and development; staff welfare and counselling services; monitoring of the application of personnel policy; and the development and administration of staff social security schemes, including health, retirement, and group life plans.

160.3. While significant progress has been made in the recent past towards the key objectives of improving the nationality, sex and age distribution of the staff in the Professional and higher categories, further steps will be taken towards the achievement of these objectives. In particular, work is in progress for the development of an elaborate manpower planning system and a more active approach to the prospection and selection of candidates for vacancies. Priority will be given to the appointment, mostly through a competitive process, of younger people at entry levels, preferably women.

160.4. Priority will also be given to the application of a more systematic approach to career development, greater mobility of the staff and enhanced flexibility in the use of staff resources to respond more quickly and effectively to the changing demands for the services of the Organisation. Polyvalence and lateral mobility will be promoted, including a greater rotation and interaction between service at headquarters and in the field. Service in the field, both in administrative and technical positions, will therefore be actively promoted and rewarded in the context of career progression and development. Emphasis will also be placed on the development of a training programme geared to the needs of the Office.

160.5. The ILO recently played a leading role in the United Nations common system in the development of a significantly improved package of entitlements for staff, particularly those serving in the field. Further work will be needed to improve the pay package in order to: ensure competitiveness in the recruitment and retention of staff; provide greater incentives for mobility between headquarters and field locations; improve the system of recognition of merit of the staff for the sake of greater efficiency, effectiveness and productivity; and achieve an adequate level of stability in social security benefits, particularly pensions. Within the ILO, policies to encourage the rejuvenation of the staff and improve the representation of women will also be pursued.

160.6. The elaboration and implementation of all personnel policies will continue to involve the close participation of staff representatives. Efforts will continue to be deployed to maintain good staff-management relations. Ways will be sought to reduce the time spent on contentious cases and to speed up internal recourse procedures. Within the common system efforts will be made to develop further the participation of both administration and staff representatives in the deliberations of the International Civil Service Commission (ICSC).

160.7. Finally, the development of the Personnel Information and Payroll System (PERSIS), which commenced in 1990-91, will be pursued in 1992-93 with a view to increasing substantially the productivity, efficiency and cost-effectiveness of this major personnel programme.

160.8. In activities to achieve these objectives major difficulties will continue to arise because of the complexity of formulating and implementing personnel policies in an international context. Staff are recruited from about 150 different countries, in varied fields of competence. The systems of salaries, allowances and staff benefits (including pensions) are complicated by the need to take into account the widely varying rates of inflation in the various countries in which the ILO maintains staff and the constantly changing rates of exchange of many currencies vis-à-vis the United States dollar, on which these systems are based. There are also problems relating to the transfer and placement of staff and the attainment of an equitable balance of staff in terms of nationality and sex. The fact that personnel policies and practices in the ILO have to be reasonably consistent with those of the other 14 autonomous organisations in the UN common system also increases the complexity of the work carried out by this major programme and of staff-management relations.

160.9. The presentation of this major programme has been reorganised as follows. In 1990, a new unit (which corresponds in these proposals to 160.5 (Personnel information management)) was established by combining the record-keeping functions previously covered by programme 160.3 (Personnel policy) with the development of the new personnel information system (PERSIS), previously shown as major programme 165.

160.10. As part of the search for economies in all headquarters departments, the resources for this major programme have decreased by some $441,000 compared with the biennium 1990-91. The main changes are: a reduction of some $107,000 included in 1990-91 to host an ICSC meeting and 0/04 General Service work-year under programme 160.3 (Personnel policy); a reduction of 1/02 General Service work-years under programme 160.4 (Staff benefits), which is compensated by a corresponding increase in the Programme Support Income allocation associated with increasing delivery of technical co-operation; and a reduction under programme 160.2 (Personnel development) of some $110,000 in the regular budget allocation for staff training, this decrease being more than offset by an increase in fees for non-ILO students, which will increase income from this source by $180,000, leading to a net increase of $70,000 for staff training. The other main reduction under programme 160.2 (Personnel development) is $54,000 as a result of a decrease in the provision for maternity leave. The resources for secretarial support for the new programme 160.5 (Personnel information management) are also reduced by 1/00 General Service work-year. Other reductions, amounting to some $30,000, relate to minor adjustments in all the programmes.

160.1. Departmental management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	4/00
GENERAL SERVICE WORK-YEARS	2/00
NON-STAFF COSTS EXCLUDING RBTC	$81,000
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$658,464**
OTHER SOURCES	-

160.11. The staff resources provided under this programme cover the director of the department, the staff counsellor and secretarial and clerical assistance, and associated non-staff resources to cover staff travel, the ILO contribution to the United Nations Joint Housing Service in Geneva, and an amount of $21,000 for staff welfare, and social and recreational activities.

160.2. Personnel development

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	14/00
GENERAL SERVICE WORK-YEARS	22/11
NON-STAFF COSTS EXCLUDING RBTC	$873,381
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$3,776,944**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	1/01
NON-STAFF COSTS	$530,000
TOTAL, EXCLUDING TECHNICAL CO-OP	**$590,333**
TECHNICAL CO-OPERATION	-

160.12. This programme is concerned with: the recruitment and placement of staff for all activities at headquarters and in the field (except those in technical co-operation projects); the provision of assistance and advice to programme managers and to staff in general on all aspects of personnel management; the promotion of career development and staff mobility; the organisation of central staff training activities and the promotion and co-ordination of staff training activities in departments; and the administration and development of systems for appraising and evaluating the performance of staff. The programme also administers a central credit to finance partial replacements for officials on maternity leave.

Staffing

160.13. The main objective of this subprogramme is to assist the ILO management to identify, recruit and retain staff of the highest standards of professional competence, efficiency and integrity. Specific priority objectives for 1992-93 will be to rejuvenate the staff in the Professional and higher categories, enhance the situation of women within the staff, and increase staff mobility, particularly between headquarters and the field.

160.14. The main vehicle for achieving these objectives is the Selection Board. The secretariat of the Board, which consists of one Professional official and one clerical/secretarial assistant, previously shown under major programme 290 (Other budgetary provisions), is shown under this subprogramme. Although the secretariat collaborates closely with this programme the Board itself is, and will continue to be, quite independent.

160.15. The main methods of filling vacancies are by internal transfer or promotion and by external recruitment, all of which are normally based on internal or external competitions organised under the aegis of the Selection Board. The competitive process requires a considerable lead time, particularly for external competitions, but experience has shown that it produces excellent results in terms of quality of staff. While it is hoped to maintain these standards, particular attention will be given to other personnel policy objectives such as improved geographical distribution, the lowering of the average age through a deliberate policy of rejuvenation, and increasing the proportion of women at Professional grades. External competitions for Professional vacancies are now opened automatically to nationals of all countries which are unrepresented or under-represented on the ILO staff, and action is being taken to identify young well-qualified candidates, preferably women, from such countries. More specifically, a new professional trainee programme is being considered whereby a small number of vacancies will be filled annually at the P1 grade.

160.16. By 1992 a more active approach to the prospection of external candidates for anticipated vacancies will be developed. Manpower needs will be planned in advance and managers and external offices will be expected to assist in the identification of candidates. Resources are allocated for advertising certain vacancies in professional journals, for the organisation of written tests wherever appropriate, and for short-listed candidates to be interviewed either at headquarters or at the nearest ILO office. Provision amounting to some $58,000 is also made under this subprogramme for the costs of medical examinations of candidates selected for recruitment, a provision formerly shown together with that for the Joint Medical Service.

160.17. New policies and strategies will also be developed to promote greater mobility of staff in the Professional and higher categories. More use will be made of manpower planning and the mobility and flexibility of officials will be promoted and rewarded. Weight will be given to field experience in filling vacancies and granting career appointments.

160.18. Another important objective of this subprogramme is to assist the ILO top management to fill forthcoming managerial vacancies with well-qualified candidates. Efforts are being made to plan the filling of such positions by drawing up manpower plans and monitoring more closely the potential of ILO staff members (and occasionally external candidates) capable of filling such positions. As part of the career development policy of the Office, middle and senior management positions will normally be filled by the lateral transfer or promotion of internal candidates.

160.19. Finally, this subprogramme is also responsible for the recruitment of short-term staff to meet peak workloads and the specialised temporary needs of departments. Over 5,000 such contracts are issued during a biennium, ranging from one-day appointments to contracts covering several months. Most short-term appointments are made in respect of conferences and other meetings. Efforts will be made before the start of the 1992-93 biennium to streamline the procedures for recruiting such staff by transferring this responsibility to major programme 220 (Relations and meetings).

Personnel advisory services

160.20. Advice is given to both programme managers and individual staff members on a wide range of personnel matters. Its activities include: forecasting staff requirements; briefing new staff members and making separation arrangements for departing staff members; determining contractual and other administrative entitlements arising from employment offers; interpreting the Staff Regulations and Short-Term Rules; and advising on the handling of grievances and conflictual cases. A major activity is the preparation and conduct of regular staffing reviews with programme managers to identify vacancies, monitor and advise on the use of staff resources, discuss cases of poor performance or conduct, and arrange for administrative action to be taken in good time to extend the appointments of fixed-term staff. The staff of this subprogramme liaise with programme managers and the Selection Board secretariat on recruitment and placement matters.

Replacements for absences on maternity leave

160.21. A provision of $140,000 is included for the partial replacement of officials who become entitled to maternity leave (16 weeks). Because of budget constraints, this provision, which was already reduced in the biennium 1990-91, is being further reduced by $53,827, taking account of past disbursements.

Staff training

160.22. The objectives of the subprogramme are to enhance the efficiency and effectiveness of the Office by appropriate staff training. The functions covered by this subprogramme include: the assessment of ILO staff training needs; the organisation of group training courses; the provision of advice and financial assistance for individual training; the administration of the Staff Training Centre and of the central staff training credits; the servicing of the Joint Staff Training Committee; and the co-ordination of ILO staff training activities with those of other international organisations. The central provision for staff training amounts to some $800,000.

160.23. The main training activity in the biennium 1992-93 will continue to be language training. Courses will continue to be given on ILO premises in English, French and Spanish; courses in other languages, in particular Russian, Chinese and Arabic, will be given externally but subsidised for staff members. Subject to demand, courses will continue to be organised at current levels and frequency. However, the cost to the ILO will be reduced by charging external students higher fees (introduced as of the 1990-91 academic year) to cover the direct cost of participation. Family members of ILO officials will be charged two-thirds of the direct cost of participation and a token one-third charge will continue to be paid by ILO staff members. The increased income from these measures ($180,000) is shown under "other resources" in the table above.

160.24. Given this increase in fees from external students the total resources for staff training from all sources in the biennium 1992-93 will increase by $70,000. The increased demand for training will also be met by a more extensive use of in-house expertise to organise courses specifically adapted to the ILO's needs. The programme will be developed on the basis of an assessment of staff training needs being carried out in 1990 in consultation with the Joint Staff Training Committee. It will include: management training at various levels; courses in administrative procedures; orientation courses for new staff members; personnel management training in areas such as setting work objectives, motivating staff and appraising performance; job organisation and classification; and the ILO programme planning and budgeting system. More emphasis will be given to short training assignments from headquarters to the field and vice versa. Courses in office automation, in particular for word processing and other personal computer programmes, will remain an important feature of staff training in 1992-93.

160.25. Resources are also provided under this subprogramme for the servicing of the Reports Board, the administration of the performance appraisal system, and the administration of the merit and long-service increment schemes. Finally, the work covered by this subprogramme also includes the placement of applicants for internships and the administrative formalities related to interns.

160.3. Personnel policy

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	14/00
GENERAL SERVICE WORK-YEARS	9/06
NON-STAFF COSTS EXCLUDING RBTC	$48,000
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$2,007,362**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	3/06
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$194,922**
TECHNICAL CO-OPERATION	-

160.26. The major functions of this programme are: the development, within the framework of the United Nations common system, of equitable and effective personnel policies that respond to the requirements of ILO constituents, to the needs of the Organisation and to the rightful expectations of the staff; the smooth conduct of staff-management relations, including consultations and negotiations with staff representatives, communications with the staff at large and the servicing of internal grievance and appeals mechanisms; the development and operation of job classification systems and appeals procedures; the establishment of conditions of payment and levels of salaries and allowances; and the provision of advice and assistance to personnel officers and programme managers in the interpretation of the Staff Regulations and other rules and procedures in difficult cases; the monitoring of the application of personnel policy and the administration of several statutory entitlements.

Policy development

160.27. The major objectives of this subprogramme are to develop, implement and monitor personnel policies, including those relating only to the ILO and others flowing from ILO membership of the UN common system. This requires research and continuing consultation with programme managers, external offices and staff representatives. It also includes representation of the ILO in consultations in the ICSC, CCAQ, JIU and special working groups within the common system, and in meetings of Geneva-based organisations to develop common approaches on matters of local concern. Regular requests for information from the ICSC, CCAQ and JIU on ILO policy and practices must also be answered each year. Amendments to the Staff Regulations and other policy changes are processed through internal committees and the Governing

Body. Its work also includes servicing the Programme, Financial and Administrative Committee of the Governing Body on personnel questions. Changes in policies, rules and procedures are announced through amendments to the Staff Regulations, and by ILO Circulars. Finally, assistance is provided for personnel officers at headquarters and in the field as well as line managers, administrative officers and individual staff members in the implementation of new policies, rules and procedures through published rules, memoranda, revised chapters of the External Offices Manual and training and briefing programmes.

160.28. The resources of this subprogramme are to be reduced compared with the last biennium in order to ensure that the increased volume of work of the entitlement administration subprogramme can be completed. In policy development work, emphasis will be placed on integrating and inter-relating various components. The following policy objectives will be pursued: a further improvement in the remuneration package of Professional staff to maintain the general competitiveness of ILO salaries; further incentives to mobility between headquarters and the field and between regular and consultancy or expert assignments including an improved remuneration package for staff serving in the field in especially difficult duty stations; a further rejuvenation of the staff and an improvement in the situation of women in the Office; a review of the status of staff in the ILO's regional centres; an improved system of rewards for merit; streamlined systems for disciplinary action, as well as grievance and appeals mechanisms; an improvement in the access of staff to personal information; a review of the conditions of service of short-term staff; and the introduction of a professional trainee programme. Continuing work will also be required to assist with the implementation of policies already developed regarding the regularisation of the status of regional advisers; special short-term and external collaboration use; and the introduction of the 80 per cent part-time work alternative. To achieve these objectives active consultations with ILO management and staff representatives will be carried out. In addition, the ILO will continue to play a leading role in common system fora.

Staff relations

160.29. The major objectives of this subprogramme are to ensure equitable treatment of all staff, to maintain good staff-management relations and maintain communication with the staff at large. In particular it is responsible for relations with the ILO Staff Union, FICSA, the staff associations of the Geneva-based organisations and specialised associations such as the interpreters' and translators' associations. The activities involved include the provision of advice to managers faced with personnel relations or disciplinary problems, and the administration of internal grievance appeals procedures, including the joint committees provided for by the Staff Regulations. The work of the subprogramme also includes servicing the Administrative Committee and providing information to the staff through the Personnel Newsletters series.

160.30. In these and other ways every effort will be made to maintain good staff-management relations within the ILO through both established formal procedures such as the Administrative Committee and frequent informal consultations with staff representatives and management. Ways and means will be sought to improve and speed up the internal recourse machinery. Within the common system, the ILO will seek to improve further the participation of both administration and staff representatives in the deliberations of the ICSC.

Grading

160.31. The objective of this subprogramme is to ensure equal pay for work of equal value through the proper evaluation and grading of ILO jobs and through the maintenance of appeals procedures in which decisions can be challenged and reviewed by an independent body. Activities include the development of job classification policies and procedures for all categories of the staff; the grading of Professional and higher category jobs worldwide and General Service jobs at headquarters and advising management on job design and servicing the grading appeals committees. Provision is also made for ILO representation in one meeting each year of the CCAQ inter-agency Sub-Committee on Job Classification and the internal joint committee on grading policies and procedures.

160.32. Efforts will be made to streamline the grading decision and appeals procedures so that more resources can be devoted to reducing the growing backlog of grading reviews of individual jobs. The Common Job Classification Standards for the General Service Category of all UN organisations in Geneva, in the development of which the ILO has played a leading role, will be introduced at headquarters.

Salaries

160.33. The objective of the work under this subprogramme is to enable the Office to recruit, retain and assign staff of high calibre by establishing salaries and allowances which for the Professional and higher categories are comparable to those received by the highest paying national civil service and for the General Service category are determined according to the best prevailing local conditions. Policies and procedures are developed through participation in the ICSC and CCAQ, in relation to salaries and allowances in the common system and other rates and benefits are determined in consultation with the other Geneva-based organisations or separately in the ILO. In implementation of these policies some 250 salary scales for headquarters and external offices are issued each year and numerous queries concerning post adjustment and other allowances and salary rates, in particular resulting from the complexity of the post adjustment system and the continuing decline in the purchasing power of Professional remuneration, are answered each year. From time to time cost-of-living surveys and salary surveys are carried out in Geneva.

Entitlement administration

160.34. The objectives of this subprogramme are: to provide advice and assistance to personnel officers and programme managers, in difficult or contentious cases, on the implementation of personnel policies, rules and procedures; to monitor the correct application of these; and to administer a series of statutory entitlements and allowances, including family allowances, education grants, scholastic travel grants and rental subsidies. Advice on the interpretation of the Staff Regulations and other rules in difficult cases is given to line personnel officers and managers over 200 times each year and over 100 difficult or contentious cases referred by line personnel officers are settled each year. Every biennium some 2,200 education grants including 800 advances, 700 scholastic travel requests, 2,500 determinations of dependency status, 2,300 actions on family status and the payment of family allowance, 1,750 revisions of housing subsidies and the classification of some 650 duty stations with difficult working conditions are processed and over 4,000 briefings of individual officials are required.

160.35. The resources of this subprogramme are to be increased in order to enable the implementation of an improved rental subsidy scheme and increases in the work involved in administering entitlements. Computer-based assistance is being introduced in order to prevent delays in the payment of certain entitlements. Time-saving short-cuts will also be introduced in the checking of the conditions necessary for the payment of certain entitlements and standard letters will be used to respond to certain queries where researched replies are considered to be unnecessary.

160.4. Staff benefits

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	6/05
GENERAL SERVICE WORK-YEARS	15/10
NON-STAFF COSTS EXCLUDING RBTC	$81,900
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,615,572**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	1/07
GENERAL SERVICE WORK-YEARS	14/02
NON-STAFF COSTS	$342
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$953,722**
TECHNICAL CO-OPERATION	-

160.36. The activities covered by this programme include the operation of the various social security schemes established for the benefit of ILO staff, including the administration of pensions and related schemes, the staff health insurance and compensation plans and the voluntary group life insurance scheme. The formulation of a social security policy, which is an important part of this programme, entails participation in the UN common system and the implementation of changes, and the adaptation and negotiation of existing ILO schemes and commercial policies. Special emphasis will be placed on the development of a documentation system in order to improve the availability and accessibility of data.

Pensions

160.37. The subprogramme covers the administration of the pensions and related schemes established for ILO staff, and the servicing of the administrative bodies responsible for these schemes. These include the United Nations Joint Staff Pension Fund (UNJSPF), the ILO Staff Pensions Fund, the Special Payments Fund (SPF) and related commercial schemes.

160.38. The amendments to the UN pension scheme and the constant changes in levels of benefits continue to increase the complexity of the scheme and the work involved in administering it. The General Assembly of the United Nations will continue to require that the pension system, and especially its contributory basis and adjustment system, be kept under constant review. This is expected to further increase the work covered by this subprogramme, in view of the analyses and studies which will have to be conducted as part of the preparatory work at the inter-organisational level. Because of the ILO's competence in this field the representatives of its administration are called upon to take a leading role in the development of common system social security policies. In this context, contributions will be made to studies concerning long-term retirement policies and programmes, with a view to stabilising the system in the face of greatly varying exchange rates.

160.39. Included among non-staff costs is an allocation of some $82,000 to cover the participation by an ILO tripartite delegation (one representative each of the Governing Body, of the Director-General and the staff plus, as appropriate, the ILO Pension Committee Secretary) at meetings of the tripartite United Nations Joint Staff Pension Board, as well as the costs incurred for meetings of the Administrative Board of the ILO Staff Pensions Fund. This figure is approximately $37,000 higher than the biennium 1990-91. Although the Pension Board is statutorily required to meet every two years, it is more realistic to make provision for a meeting of the Board each year in view of the important pension reviews needed during the biennium 1992-93. On the other hand no provision has been included for an actuarial review of the SHIF (which was carried out in the biennium 1990-91 and will be required again in 1994-95). The overall non-staff resources are therefore slightly less than in the biennium 1990-91.

Health insurance

160.40. This subprogramme covers all operations related to the establishment of entitlements, the computation and the award of benefits under the ILO/ITU Staff Health Insurance Fund (SHIF) and the health and loss-of-earnings scheme for short-term officials.

160.41. In addition, the work of the subprogramme includes the servicing of the Management Committee and Standing Subcommittee of the SHIF and negotiations with commercial insurers where appropriate. Special emphasis will be given to rationalising the operations carried out by the SHIF Secretariat.

160.42. In view of the rise in medical costs, efforts will be made to develop a long-term strategy to contain total costs, taking account of demographic trends and likely changes in the pattern of medical care for the persons covered by the SHIF. This strategy will include three main fields of action: negotiations with providers; a long-term programme for the elderly; and alternative arrangements for the delivery of primary health services. These measures will be implemented gradually in co-operation with the other Geneva-based organisations and should lead to a reduction in future increases in the cost of the scheme and thus in its financing, to which the ILO pays a major contribution. More emphasis will be placed on computerisation and statistics to deal with the implementation of this long-term strategy; on the continuous evaluation and modifications of action plans to control and direct SHIF operations; and on the monitoring of all factors influencing the rise in medical care expenditure.

Compensation and other insurances

160.43. This subprogramme covers: the determination of entitlements under Annex II of the Staff Regulations and related provisions governing compensation in respect of service-incurred illness, injury or death; the personal accident insurance policy for staff members; voluntary group life and disability insurance for staff members; and the comprehensive insurance policy for external collaborators.

160.5. Personnel information management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	4/00
GENERAL SERVICE WORK-YEARS	11/08
NON-STAFF COSTS EXCLUDING RBTC	$99,000
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,182,208**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	5/04
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP	**$297,024**
TECHNICAL CO-OPERATION	-

160.44. The major function of this programme is to organise, process and disseminate personnel information. In addition to the management of the Office's personnel records and files, the work covered by the programme includes the development, testing and implementation of the Personnel Information and Payroll System (PERSIS). Now that this responsibility has been clearly established, major programme 165 (PERSIS) has been abolished and merged into this programme together with the Records and files subprogramme which was previously covered by programme 160.3 (Personnel policy).

Personnel Information and Payroll System (PERSIS)

160.45. The need for a modern, integrated and coherent personnel information system was already identified in the ILO Medium-Term Plan 1982-87 and reiterated in the Plan for 1990-95. The objective of installing the system is to improve substantially the efficiency and effectiveness of the ILO's increasingly complex personnel management and administration through the use of modern computer technology.

160.46. The initial stages of the project are now under way. The staff for the project have been appointed; conceptual data base design has been undertaken; a local area network has been installed within the Personnel Department, and several inexpensive PC-based "prototype" systems have been developed to resolve specific urgent data processing needs. By the end of the biennium 1990-91, it is intended to undertake an exhaustive organisation and methods review and to rationalise all the procedures and paper flows relating to personnel information. The feasibility study will also be updated to reflect current ILO personnel information needs. This will mark the completion of all the preliminary work, so that the first stage of PERSIS development can be commenced by 1992.

160.47. A modular step-by-step approach has been adopted in order to spread the investment over a number of biennia. Resources will therefore be provided in the biennium 1992-93 to develop the basic modules. Depending on the findings and conclusions of the studies that are undertaken in 1991, these modules will either be developed in-house, on the basis of ready-made software packages available on the commercial market, or perhaps based on software available from the UN or one of its agencies.

160.48. In addition to the project co-ordinator, who is also the programme manager, and one part-time secretary for the whole programme, resources are provided for a systems analyst for the study of user requirements, data requirements and database design and for a General Service project assistant to support the project by administering the local area network, assisting the development of PC-based systems and assisting with the testing and data conversion for individual PERSIS modules as well as organising training in the use of the new systems. Funds are provided for external collaboration ($60,000) for specific tasks related to the development of microcomputer support systems. Finally, some provision ($39,000) is made for the upgrading of the departmental local area network to accommodate the anticipated workload and for the purchase of some additional work stations.

Records

160.49. Under this subprogramme, statistics and personnel information, both manual and computer-based, are compiled, all personnel information computer inputs are coded and staff lists are produced regularly.

Registry

160.50. This subprogramme covers the maintenance of the personnel files of serving or ex-staff members and of promising candidates for employment, including the staff of and candidates for technical co-operation projects.

Major Programme 160. Personnel

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
160.1. DEPARTMENTAL MANAGEMENT										
STAFF WELFARE AND COUNSELLING	2/00	-	203,184	63,000	266,184	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	2/00	374,280	18,000	392,280	-	-	-	-	-
1992-93 TOTALS	**4/00**	**2/00**	**577,464**	**81,000**	**658,464**	-	-	-	-	-
1990-91 TOTALS	**4/00**	**2/00**	**577,464**	**91,255**	**668,719**	-	-	-	-	-
160.2. PERSONNEL DEVELOPMENT										
STAFFING	5/00	10/00	1,129,880	57,944	1,187,824	-	-	-	-	-
PERSONNEL ADVISORY SERVICES	6/00	5/00	888,012	-	888,012	-	-	-	-	-
REPLACEMENTS FOR ABSENCES ON MATERNITY LEAVE	-	-	140,000	-	140,000	-	-	-	-	-
STAFF TRAINING	2/00	6/11	588,387	800,437	1,388,824	-	1/01	60,333	530,000	590,333
PROGRAMME MANAGEMENT AND SUPPORT	1/00	1/00	157,284	15,000	172,284	-	-	-	-	-
1992-93 TOTALS	**14/00**	**22/11**	**2,903,563**	**873,381**	**3,776,944**	-	**1/01**	**60,333**	**530,000**	**590,333**
1990-91 TOTALS	**14/00**	**22/11**	**2,912,681**	**1,025,881**	**3,938,562**	-	**1/01**	**60,333**	**350,000**	**410,333**
160.3. PERSONNEL POLICY										
POLICY DEVELOPMENT	3/00	1/04	379,032	41,000	420,032	-	-	-	-	-
STAFF RELATIONS	2/00	1/04	277,440	-	277,440	-	-	-	-	-
GRADING	4/00	2/04	536,316	7,000	543,316	-	-	-	-	-
SALARIES	1/00	1/00	157,284	-	157,284	-	-	-	-	-
ENTITLEMENT ADMINISTRATION	3/00	2/06	452,006	-	452,006	-	3/06	194,922	-	194,922
PROGRAMME MANAGEMENT AND SUPPORT	1/00	1/00	157,284	-	157,284	-	-	-	-	-
1992-93 TOTALS	**14/00**	**9/06**	**1,959,362**	**48,000**	**2,007,362**	-	**3/06**	**194,922**	-	**194,922**
1990-91 TOTALS	**14/00**	**9/10**	**2,074,594**	**53,697**	**2,128,291**	-	**3/02**	**176,358**	**4,265**	**180,623**
160.4. STAFF BENEFITS										
PENSIONS	2/06	4/00	476,748	81,900	558,648	1/00	4/10	370,770	342	371,112
HEALTH INSURANCE	1/11	8/10	686,664	-	686,664	0/07	9/04	582,610	-	582,610
COMPENSATION AND OTHER INSURANCES	1/00	2/00	212,976	-	212,976	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	1/00	1/00	157,284	-	157,284	-	-	-	-	-
1992-93 TOTALS	**6/05**	**15/10**	**1,533,672**	**81,900**	**1,615,572**	**1/07**	**14/02**	**953,380**	**342**	**953,722**
1990-91 TOTALS	**6/05**	**17/00**	**1,613,184**	**88,417**	**1,701,601**	**1/07**	**11/02**	**782,748**	**14,950**	**797,698**
160.5. PERSONNEL INFORMATION MANAGEMENT										
PERSONNEL INFORMATION SYSTEM (PERSIS)	3/00	2/00	428,160	99,000	527,160	-	-	-	-	-
RECORDS	-	3/04	185,640	-	185,640	-	2/08	148,512	-	148,512
REGISTRY	-	5/04	302,124	-	302,124	-	2/08	148,512	-	148,512
PROGRAMME MANAGEMENT AND SUPPORT	1/00	1/00	167,284	-	167,284	-	-	-	-	-
1992-93 TOTALS	**4/00**	**11/08**	**1,083,208**	**99,000**	**1,182,208**	-	**5/04**	**297,024**	-	**297,024**
1990-91 TOTALS	**4/00**	**12/08**	**1,117,615**	**126,777**	**1,244,392**	-	**5/04**	**297,024**	-	**297,024**

Major Programme 170. Financial and Central Administrative Services

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
170.10	DEPARTMENTAL MANAGEMENT	4/00	4/00	739,646	10,200	749,846
170.20	BUDGET AND FINANCE	18/00	59/09	5,347,865	23,600	5,371,465
170.30	TREASURY AND INVESTMENTS	10/00	24/02	2,385,110	36,100	2,421,210
170.40	INTERNAL ADMINISTRATION	12/00	201/05	13,124,944	10,732,907	23,857,851
1992-93	**TOTALS**					
	REGULAR BUDGET	44/00	289/04	21,597,565	10,802,807	32,400,372
	OTHER SOURCES	8/00	40/01	3,048,057	128,190	3,176,247
1990-91	**TOTALS**					
	REGULAR BUDGET	42/00	282/02	21,175,173	12,872,139	34,047,312
	OTHER SOURCES	8/00	38/11	2,983,083	122,532	3,105,615

170.1. The principal functions of this major programme fall under two main headings: the provision of continuing financial and related services in accordance with the requirements of the Financial Regulations of the Organisation and the Financial Rules of the Office; and the provision of central administrative services. More specifically, the functions of the major programme include the formulation of financial, budgetary and administrative policy, as well as the financial and administrative management of both headquarters and field operations. The central administrative services comprise: headquarters building management and maintenance; internal services; security services; office equipment and supplies; travel services; and records management and communications, as well as policy guidance and control over related activities in the field, with particular attention to questions of office accommodation.

170.2. A key responsibility of this major programme is the preparation of documents on financial and administrative matters for the Governing Body and the Conference and their committees (in particular, the Programme, Financial and Administrative Committee, the Allocations Committee, and the Finance Committee of the Conference) and the servicing of these committees. Other major tasks include dealing with the financial aspects of the preparation of the Programme and Budget, preparing the Financial Report and Financial Statements for submission through the External Auditor to the Governing Body and the Conference, and establishing the financial policies and procedures of the ILO.

170.3. The major objectives in the biennium 1992-93 will be, firstly, to perform the continuing financial and administrative services as efficiently as possible whilst maintaining acceptable standards of quality and security, and to contribute to increasing efficiency throughout the Office. The second objective is to seek the best possible protection for the Organisation's current financing and assets, including the amounts entrusted to it by UNDP and multi-bilateral and other donors of technical co-operation funds and research grants. A third aim is to provide satisfactory working conditions for the Office and to administer the headquarters building and the Organisation's other property in the most effective and economical way.

170.4. As in the biennium 1990-91, this major programme will continue to be responsible for implementing the system of Swiss franc assessments combined with forward purchase of dollars adopted by the 76th Session of the International Labour Conference in response to the long-standing problem of exchange rate fluctuations. Similarly work will continue to be carried out in relation to the incentive scheme for the more prompt payment of member States' contributions introduced for a trial period in January 1989.

170.5. In 1989, programmes 170.2 (Budget and finance) and 170.3 (Treasury and investments) were reorganised with a view to centralising all financial accounting functions in a single unit. The Treasury and investment programme includes activities relating to financial accounts for field offices and field projects and general ledger accounts under all sources of financing, together with the relevant reporting.

170.6. The resources proposed for this major programme for 1992-93 result in a net decrease of some $1,647,000 compared with the biennium 1990-91. The main changes are attributable to the Internal administration programme, under which the principal reductions are: $460,000 in the Building subprogramme; $396,000 as regards the Office purchasing and supply subprogramme; $185,000 in maintenance contracts, because more of this work will be done in-house; $428,000 in records management due to lower communications' costs and less use of external collaboration; and $689,000 in contractual services for security duties, which are in the course of reorganisation. There is nevertheless an increase of 13/11 General Service work-years to enable certain maintenance and security work to be done internally, and a provision of $40,000 for expert advice on occupational safety and health on the ILO premises.

170.7. The remainder includes a reduction of 2/03 General Service work-years in the Budget and finance programme: one work-year is to be saved by way of new arrangements for the entry of accounting data into the computer, the balance of 1/03 work-years being compensated by a corresponding increase in programme support income. This programme also shows a reduction of $62,000 in external and short-term contract costs, partly deriving from productivity increases and partly from a reduced level of services. In addition, compared with the biennium 1990-91, there is a reduction of 4/06 General Service work-years in the Treasury and Investments programme – 2/00 work-years arising from regrading a post to the Professional level, the balance of 2/06 work-years resulting from decentralisation of accounting functions to the African region. Under this programme there is also a reduction of some $25,000 in non-staff costs.

170.1. Departmental management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	4/00
GENERAL SERVICE WORK-YEARS	4/00
NON-STAFF COSTS EXCLUDING RBTC	$10,200
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$749,846**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	$65,036
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$68,036**
TECHNICAL CO-OPERATION	-

170.8. This programme covers the following activities: the formulation of financial, budgetary and administrative policy, including the review of financial regulations, rules and directives, and the preparation of the relevant documents for consideration by ILO bodies; various aspects of inter-organisation co-ordination and reporting; and the management, co-ordination and planning of the major programme as a whole. It also covers the preparation and updating of manuals, circulars and other instructions on financial and administrative matters.

170.9. The Treasurer and Financial Comptroller is assisted in carrying out his departmental management duties by a policy and planning officer and secretarial and documentalist support. The policy and planning officer also prepares ILO participation in UN inter-agency co-ordination bodies and the regular ILO submissions to UN intergovernmental bodies, including ACABQ and ACC.

170.10. The continued decentralisation of financial and administrative work to ILO external offices, which accounts for a considerable proportion of overall ILO expenditure, has demonstrated the importance of the External Offices Manual, which will therefore be kept up to date as far as possible. The External Auditor has also continued to urge the Office to establish a comprehensive General Accounts Manual (GAM) and this task is now in hand. Experience has shown that the most cost-effective manner of carrying out this type of work is to employ qualified consultants who are familiar with the technical issues.

170.11. The resources previously shown under this programme for the ILO's regular contribution to the cost of the financial and budgetary activities of the Consultative Committee on Administrative Questions (CCAQ) are now shown under major programme 290 (Other budgetary provisions).

170.2. Budget and finance

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	18/00
GENERAL SERVICE WORK-YEARS	59/09
NON-STAFF COSTS EXCLUDING RBTC	$23,600
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$5,371,465**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	4/00
GENERAL SERVICE WORK-YEARS	27/03
NON-STAFF COSTS	$21,640
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$1,945,615**
TECHNICAL CO-OPERATION	-

170.12. The purpose of this programme is to direct and perform budgetary and payment authorisation operations, including payrolls, related to the regular budget and to other funds managed by the ILO, including those for externally financed technical co-operation projects, and to integrate financial data into the central computerised systems. Its main functions are:

a) preparing expenditure and related estimates for the regular programme and budget and preparing and reviewing budgets and expenditure forecasts for programmes financed from extra-budgetary resources;
b) negotiating the financial aspects of agreements with donors of extra-budgetary resources;

c) recording budgetary allocations, screening, calculating and approving proposed obligations as well as recording expenditure and monitoring allocations, obligations and expenditure;

d) examining and approving requests for payment, performing financial operations relating to fellowships and seminars, and preparing and managing payrolls;

e) providing management and policy-making bodies with financial analyses and reports relating to the financial and budgetary aspects of regular budget and extra-budgetary programmes, including the budgetary implications of cost and exchange rate changes;

f) maintaining the accounting records related to the functions listed above;

g) developing and reviewing accounting policies, standards and systems for the financial services as a whole, both at headquarters and in the field.

170.13. The increasing volume of technical co-operation and the complexity of regular budget financial management continue to generate additional work under this programme. This will continue to be handled within existing resources through the development of computerised systems. During the 1992-93 financial period the decentralisation of certain financial functions to the African region and the increasing level of computerisation of field accounts will enable some savings to be achieved as regards the entry of data for field accounts.

170.3. Treasury and investments

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	10/00
GENERAL SERVICE WORK-YEARS	24/02
NON-STAFF COSTS EXCLUDING RBTC	$36,100
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$2,421,210**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	12/03
NON-STAFF COSTS	$27,650
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$913,061**
TECHNICAL CO-OPERATION	-

170.14. The main objectives of this programme are to protect and strengthen the bases of financing the Organisation's activities and to provide efficient and comprehensive financial accounting and reporting for these activities, through:

a) the timely collection of member States' contributions and the Organisation's other income;

b) the development of policies and procedures for, and the implementation of, effective treasury management of the Organisation's funds at headquarters and in the field, including: cashflow and investment management; foreign exchange risk control and related transactions; operation of control and monitoring systems relating to the assessment of member States in Swiss francs and the forward purchase of currency; and supervisory control of investment management accounts;

c) making all disbursements at headquarters;

d) the maintenance of income, expenditure and other general ledger accounts for the regular budget and all other funds in the custody of the Director-General; administering and accounting for the ILO's incentive scheme for the early payment of contributions; and the accounting and reporting functions relating to the ILO Pensions, Health Insurance and Provident Funds and the Institute's Endowment Fund;

e) the preparation of statements and reports relating to regular budget and other funds, and the preparation of financial analyses and reports, forecasts and studies and other inputs on finance-related subjects for the relevant management and policy-making bodies;

f) the preparation of the interim and final financial statements of the Organisation together with related financial reports for submission to the Governing Body and the Conference;

g) the control of signing authority on ILO bank accounts at headquarters and in the field, the monitoring of the drawing of external offices on centrally funded bank accounts and the provision of cash services for delegates, members of the Governing Body and of committees, ILO staff and experts.

170.15. The increasing volume of technical co-operation activities and the complexity of financial management in general have led to a substantial increase in the workload of this programme. However, the computerisation of a number of accounting and reporting functions has achieved an increase in productivity. Efforts will be made to absorb further rises in the volume of financial transactions by the continued development of computer-based systems relating to treasury operations, financial accounting and reporting functions, together with the continued decentralisation of such activities to the field.

170.4. Internal administration

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	12/00
GENERAL SERVICE WORK-YEARS	201/05
NON-STAFF COSTS EXCLUDING RBTC	$10,732,907
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$23,857,851**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	0/07
NON-STAFF COSTS	$13,864
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$249,535**
TECHNICAL CO-OPERATION	-

170.16. This programme covers the following functions at headquarters and policy guidance in respect of the same functions in external offices:

a) operation and maintenance of the headquarters building, including the management of contracts for the maintenance and repair of technical installations for the provision of heating, air-conditioning and other utilities;
b) provision of driver, messenger, cleaning and other ancillary services;
c) handling of material and logistic arrangements for the Conference and other meetings;
d) physical security of the persons using the headquarters building and the protection of Office property;
e) arrangements for official travel and related shipments and transportation;
f) procurement, supply and inventory of furniture, fixtures, stationery and other supplies;
g) operation of an efficient communications network;
h) contracting for and administration of insurance;
i) maintaining and assuring ready access to all Office files and records, and the safe storage of archives;
j) monitoring and action, as appropriate, in respect of the above functions in so far as they relate to the ILO external offices;
k) the allocation of office and other space in the headquarters building both for staff and for meetings, including rental of office space at ILO headquarters to other organisations;
l) supervision of the headquarters catering contract;
m) liaison with the cantonal authorities and the Swiss customs;
n) administration of the visitors' service, to welcome groups and individuals to the ILO.

Building

170.17. The unit responsible for maintenance operations for the ILO headquarters building comprises a small nucleus of technical support staff, who are also available to give advice on office accommodation matters in the field. As in the past, ILO staff will supervise the work undertaken by the outside contractors responsible for operating and maintaining the building's heating, air-conditioning, ventilation and sanitary installations and the electronic regulation and control centre governing these installations. In the interests of efficiency, and in order to meet safety standards, other building maintenance work is also contracted out.

170.18. The resources allocated to the subprogramme also cover running costs, in particular the consumption of water, electricity and fuel oil. A good standard of preventive maintenance is the sole manner of avoiding major deterioration which would lead to much more costly repairs in the future. The following comparative table sets out the resources required for general operating costs:

	1990-91 US dollars	1992-93 US dollars
Current upkeep	194,060	302,143
Materials and supplies	197,140	131,429
Maintenance contracts	4,236,970	4,154,711
Specific maintenance work	372,100	226,057
Utilities (water, electricity, fuel oil)	2,032,416	1,574,857
Total	7,032,686	6,389,197

Internal and security service

170.19. This subprogramme includes the following functions: provision of Office vehicles and drivers, internal mail distribution, services related to the provision of meeting rooms, the cleaning of the building (which is mainly done by an outside firm, assisted by a small group of ILO part-time cleaners), security in the building and its precincts, reception services, fire prevention and general safety measures.

Travel services

170.20. With the assistance of the designated in-house travel agent, the arrangements for the authorised travel of officials, experts, Governing Body members and participants at ILO meetings are made under the subprogramme, which also covers the transport of household and personal effects resulting from the recruitment, transfer and repatriation of officials and experts, as well as customs clearance and related matters. Monitoring the application of rules governing travel from headquarters and ILO offices in the field is one of the main activities, and every effort is made to ensure that, despite the complexity of international tariffs, the Office obtains the most effective and economical fares and services available.

Office purchasing and supply

170.21. This subprogramme covers the purchase, storage, distribution and maintenance of office furniture, equipment and stationery and other goods and supplies for the Office as a whole. It is administratively responsible for non-expendable equipment in external offices and provides the equipment for regional conferences and other meetings outside Geneva. The subprogramme's resources, other than the costs of staff and external collaboration, are divided as follows:

	1990-91 US dollars	1992-93 US dollars
General operating expenses		
Freight and cartage	28,950	30,000
Rental and maintenance of equipment and motor vehicules	747,886	506,770
Miscellaneous services and supplies (laundry, uniforms, overalls, advertisements, etc.)	144,764	125,528
Subtotal	921,600	662,298
Supplies and materials		
Stationery and office supplies	374,857	411,800
Acquisition of furniture and equipment	260,571	178,542
Subtotal	635,428	590,342
Other expenditure		
ILO contribution to the running expenses of UN Joint Purchasing Service	27,429	28,500
Total	1,584,457	1,281,140

Records management and communications

170.22. This subprogramme covers the functions of: telephone, cable, facsimile and telex services to the Office; despatching outgoing mail through the post or by diplomatic pouch; sorting, registering, indexing and routing incoming mail, cables and telexes; and maintaining central filing and ILO archives.

Programme management and support

170.23. In addition to the management of the internal administration programme, this subprogramme includes the supervision of the Travel services subprogramme, the administration of the various insurance policies covering the building and its contents, the handling of claims where the ILO is its own insurer and the administrative arrangements that need to be made, including those with the United Nations and the Swiss authorities, for the holding of the General Conference. The allocation of office space and the handling of requests for the rental or use of facilities in the ILO building also come under this subprogramme, which deals with matters concerning diplomatic privileges, including laissez-passer and other travel documents, and the provision of secretarial staff for the programme as a whole. Activities under this subprogramme will also include the administration of the visitors' service, which involves making appropriate arrangements for visits to the ILO by groups of people and individuals.

170.24. It has become increasingly urgent to obtain specialised expert advice on matters of occupational safety and health relating to ILO premises both at Geneva and in the field. An additional provision of $40,000 has therefore been made under this subprogramme for work during the biennium 1992-93.

Major Programme 170. Financial and Central Administrative Services

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
170.1. DEPARTMENTAL MANAGEMENT										
POLICY AND PLANNING	2/00	2/00	314,568	10,200	324,768	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	2/00	425,078	-	425,078	-	-	3,000	65,036	68,036
1992-93 TOTALS	**4/00**	**4/00**	**739,646**	**10,200**	**749,846**	**-**	**-**	**3,000**	**65,036**	**68,036**
1990-91 TOTALS	**4/00**	**4/00**	**739,646**	**10,155**	**749,801**	**-**	**-**	**3,000**	**65,036**	**68,036**
170.2. BUDGET AND FINANCE										
BUDGET DEVELOPMENT AND MANAGEMENT	8/00	20/00	1,926,576	-	1,926,576	4/00	19/00	1,464,516	-	1,464,516
PAYMENT AUTHORISATIONS	6/00	28/09	2,210,697	-	2,210,697	-	8/03	459,459	-	459,459
PROGRAMME MANAGEMENT AND SUPPORT	4/00	11/00	1,210,592	23,600	1,234,192	-	-	-	21,640	21,640
1992-93 TOTALS	**18/00**	**59/09**	**5,347,865**	**23,600**	**5,371,465**	**4/00**	**27/03**	**1,923,975**	**21,640**	**1,945,615**
1990-91 TOTALS	**18/00**	**62/00**	**5,534,272**	**23,643**	**5,557,915**	**4/00**	**26/00**	**1,854,360**	**20,623**	**1,874,983**
170.3. TREASURY AND INVESTMENTS										
TREASURY OPERATIONS	2/00	12/00	871,488	-	871,488	-	2/00	111,384	-	111,384
ACCOUNTING	4/00	6/02	749,802	29,300	779,102	2/00	10/03	774,027	4,641	778,668
FINANCIAL COMMITTEES, STUDIES AND REPORTS	2/00	2/00	314,568	6,800	321,368	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	4/00	449,252	-	449,252	-	-	-	23,009	23,009
1992-93 TOTALS	**10/00**	**24/02**	**2,385,110**	**36,100**	**2,421,210**	**2/00**	**12/03**	**885,411**	**27,650**	**913,061**
1990-91 TOTALS	**8/00**	**28/08**	**2,443,554**	**49,966**	**2,493,520**	**2/00**	**12/04**	**890,052**	**23,009**	**913,061**
170.4. INTERNAL ADMINISTRATION										
BUILDING	2/00	30/00	1,873,944	6,389,197	8,263,141	-	-	-	-	-
INTERNAL AND SECURITY SERVICES	2/00	78/05	5,000,908	1,114,000	6,114,908	-	0/07	32,487	-	32,487
TRAVEL SERVICES	-	6/00	334,152	-	334,152	-	-	-	-	-
OFFICE PURCHASING AND SUPPLY	2/00	21/00	1,372,716	1,281,140	2,653,856	-	-	-	-	-
RECORDS MANAGEMENT AND COMMUNICATIONS	4/00	58/00	3,666,504	1,590,000	5,256,504	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	8/00	876,720	358,570	1,235,290	2/00	-	203,184	13,864	217,048
1992-93 TOTALS	**12/00**	**201/05**	**13,124,944**	**10,732,907**	**23,857,851**	**2/00**	**0/07**	**235,671**	**13,864**	**249,535**
1990-91 TOTALS	**12/00**	**187/06**	**12,457,701**	**12,788,375**	**25,246,076**	**2/00**	**0/07**	**235,671**	**13,864**	**249,535**

Major Programme 180. Editorial and Document Services

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
180.10	DEPARTMENTAL MANAGEMENT	2/00	2/00	374,280	5,987	380,267
180.20	PUBLICATIONS	15/00	44/00	4,027,943	2,078,611	6,106,554
180.30	PERIODICALS	19/00	7/00	2,381,766	477,348	2,859,114
180.40	PRINTING AND TYPING	26/00	201/00	14,268,387	803,657	15,072,044
1992-93	**TOTALS**					
	REGULAR BUDGET	62/00	254/00	21,052,376	3,365,603	24,417,979
	OTHER SOURCES	-	49/02	2,518,780	707,000	3,225,780
1990-91	**TOTALS**					
	REGULAR BUDGET	64/00	265/06	21,935,469	3,801,576	25,737,045
	OTHER SOURCES	-	49/02	2,464,840	642,300	3,107,140

180.1. The primary function of this major programme is to ensure the prompt and efficient typing, printing and distribution of all reports and documents required for and arising from the International Labour Conference, the Governing Body, regional conferences and meetings, and other meetings approved by the Governing Body. This basic function, to which top priority is assigned, absorbs over half of the resources of the major programme.

180.2. The second function of the major programme is to disseminate information relevant to the activities of the Organisation and to create wider public awareness of the ILO and its principles through the publication of the *International Labour Review*, and of the *Social and Labour Bulletin* and the *World Labour Report*, which were previously shown under major programme 120, the implementation of the ILO book publishing programme, and the processing and distribution of all ILO publications, technical co-operation reports and documents for the internal administration of the Office. The activities of the major programme include editing, publishing and marketing the majority of ILO publications, including serial publications and periodicals,[1] and administering the Publications Revolving Fund. To the extent possible, certain services are also provided to the International Institute for Labour Studies and the International Occupational Safety and Health Information Centre (CIS). It is estimated that, in addition to the periodicals, approximately 95 books will be published in 1992-93. Greater selectivity will result in a core list of books representing the major concerns of the ILO. Translations and reprints of these core titles will continue to be licensed to commercial and non-profit-making publishers, but the number of manuscripts offered for external publication will be more limited. Other publishable material will be issued in A4 document form with a lower number of printed copies.

180.3. The third function of the major programme is the centralised management of all contractual printing credits allocated for specific purposes to various major programmes (excluding the International Occupational Safety and Health Information Centre, the International Institute for Labour Studies, the International Social Security Association and the Turin Centre, although some services other than printing are provided to the first three). These credits, including those provided under major programmes 10 (International Labour Conference) and 30 (Major regional meetings), amount to some $4.6 million.

180.4. In providing support to the technical major programmes and to the inter-departmental projects, emphasis will be placed on the need to increase the impact of ILO publications, paying due regard to their role in conveying the priorities and principles of the ILO to the public. Emphasis will also be placed on promoting sales of the core list of books and efforts will be made to evaluate their impact.

180.5. The regular budget level for this major programme in 1992-93 is some $1,319,000 lower than the level for the biennium 1990-91. Roughly half of this economy is to be realised through a reduction in the resources for the book publishing subprogramme, a decrease related to the *International Labour Review*, a reduction in resource allocations for other work not directly related to conferences and meetings, and by the introduction of new equipment and more efficient working methods. The other half of this economy is associated with the decrease in the resources allocated to the major programme for the servicing of conferences and meetings. Every effort will be made to ensure that this reduction will not have any adverse effect on the production of documents within the usual time limits, or on working conditions in the units concerned. It is expected that, in addition to the regular budget resources, some $3.2 million will be made available from the Publications Revolving Fund.

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[1] Labour-Management Relations Series; Technology Series; Occupational Safety and Health Series; Management Development Series; Hotel and Tourism Series; Women, Work and Development; *Judgments of the Administrative Tribunal*; *Official Bulletin* (Series A and B); *International Labour Review*; *Labour Law Documents*; *Social and Labour Bulletin*; *World Labour Report*; *Bulletin of Labour Statistics*; *Year Book of Labour Statistics*; *Statistical Sources and Methods*; *Labour Education*; *Conditions of Work Digest*; and *International Labour Documentation*.

180.1. Departmental management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	2/00
NON-STAFF COSTS EXCLUDING RBTC	$5,987
RB TECHNICAL CO-OPERATION (RBTC)	
TOTAL	**$380,267**
OTHER SOURCES	-

180.6. This programme covers the director of the department and supporting secretarial assistance, and minor non-staff costs.

180.2. Publications

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	15/00
GENERAL SERVICE WORK-YEARS	44/00
NON-STAFF COSTS EXCLUDING RBTC	$2,078,611
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$6,106,554**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	49/02
NON-STAFF COSTS	$707,000
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$3,225,780**
TECHNICAL CO-OPERATION	-

180.7. An important function of this programme is to prepare, in consultation with the technical departments, proposals for the Office-wide publications programme and to supervise its implementation. Greater selectivity will be achieved through the introduction of an improved procedure for the choice of titles. A second function is to assume full editorial responsibility for selected books published by the ILO, to provide limited editorial services in respect of other publications prepared by technical programmes, and to encourage the production of training videos based on major ILO books. A third function is to provide central sales and promotion services (to a large extent financed by the Publications Revolving Fund) for publications and other saleable materials and to arrange the licensing of publication, translation, video and reproduction rights to commercial and non-profit-making publishers. The activities under this programme also include distribution and mailing services for ILO documents, reports and publications, as well as storage and stock control. The regular budget resource level for this programme is some $442,500 lower than for the biennium 1990-91, although within this lower level of resources some $330,000 is provided for translating the *Encyclopaedia of Occupational Health and Safety*. The reduced provision for staff resources for the book publishing subprogramme will result in a reduction in the number of books to be published by the ILO itself.

Book publishing

180.8. The objective of this subprogramme is to publish a balanced selection of books reflecting the major research, advisory and training priorities of technical programmes and inter-departmental projects, and thus provide practical support for the ILO's standard-setting and operational activities and for the Office's role as a clearing-house of information. Publications proposals and manuscripts prepared by technical programmes are evaluated on the basis of their practical usefulness, topicality, readability and the estimated demand for them (particularly in terms of readership potential). The manuscripts retained for publication are then edited, printed and published. The books published under the subprogramme include revised editions or reprints in current demand.

180.9. It is estimated that the reduced regular budget provision for editorial and contractual printing will result in the publication during the biennium of 95 books of an average length of 62,500 words or 125 printed pages, a decrease compared with the numbers in recent years. These will include some translated works and manuscripts carried over from the biennium 1990-91, and publications arising from inter-departmental projects.

180.10. Most major publications can be issued in one language only, although codes of practice and some guides on safety and health are published in English, French and Spanish. A small number of workers' education manuals and books of broad general interest will be translated into the other two official languages. The translation rights of other publications may, however, be offered to commercial and non-profit-making publishers. Funds made available by other major programmes from extra-budgetary resources or from regular budget allocations may enable a certain number of books and translations to be produced, together with videos based on major ILO publications.

Marketing and licensing

180.11. The main function of this subprogramme is to promote the world-wide dissemination of ILO publications and documents as a means of supporting and advancing programme objectives in all areas of ILO activities. The subprogramme is responsible for the promotion and sale of ILO publications, the negotiation of licensing agreements for publication, translation, reproduction and other subsidiary rights and for generating revenue from sales and royalties. The activities of the subprogramme also include managing the free distribution of publications, regular exchanges of periodicals, servicing the depository library system and the operation of the Office's world-wide mailing list (the SESAME database) and the ISBN, ISSN and barcode systems. Most of the activities of the subprogramme are financed by the Publications Revolving Fund. Only the management and development of the subprogramme, its central administration, the control of its operations and the operation of the computerised mailing list system are included under the regular budget.

180.12. The activities of the subprogramme include marketing and sales promotion of ILO publications, documents, microfilms, microfiches, films, audio-visual aids and on-line services, tapes and diskettes of computer data banks, both at headquarters and through ILO external offices, sales agents, booksellers and other distributors. Computerised administrative and accounting operations cover invoicing, accounts, statistics and bibliographical and inventory control. In addition, distribution plans are established and monitored. Licensing services cover all external publication and distribution arrangements by commercial and non-profit-making publishers and distributors for occasional original publications, translations, reprints, videos, microfilm reproductions and on-line access to ILO computer databases and magnetic tapes, together with advice on copyright matters.

180.13. Growth in income from sales and royalties has during the past biennia been slower than before, but it nevertheless reached some $3.8 million in 1988-89. Non-staff expenditures and staff positions have been cut in comparison with the 1988-89 biennium and the carry-forward has had to be reduced to virtually nil. It is expected that sales income will continue to grow moderately and that it will reach $4.0 and $4.3 million in 1990-91 and 1992-93 respectively. A minimum of 25 per cent of this income is credited to the Working Capital Fund and the balance to the Publications Revolving Fund (PRF). Internal reviews undertaken in 1989 and 1990 of the operations of this subprogramme have led to an improvement in the efficiency of invoicing and accounting operations.

Publications Revolving Fund (in US$)

	1990-91 (Revised estimates)	1992-93 (Estimates)
Estimated income		
Sales revenue and royalties	4.042.600	4.285.000
Less:		
25 per cent to be credited to the Working Capital Fund	1.010.650	1.071.250
	3.031.950	3.213.750
Plus:		
carry-forward from previous biennium	90.888	15.698
Total	3.122.838	3.229.448
Estimated expenditure		
Headquarters, Geneva		
Sales staff [1]	1.613.510	1.750.000
Reprinting of publications and related costs	153.000	150.000
Promotion and publicity	250.000	250.000
Postage and distribution	101.500	150.000
Equipment and maintenance	20.800	30.000
External Offices		
Sales staff [1]	851.330	768.780
Promotion and publicity	117.000	127.000
Total	3.107.140	3.225.780

[1] The estimates for sales staff are calculated at actual cost.

Distribution

180.14. The activities covered by this subprogramme include the reception, registration, warehousing, stock-keeping, archiving and despatch of all documents and publications, the provision of an information service on available publications and documents, and document distribution facilities during meetings. A manual mailing list system is also maintained for certain categories of documents for which it is not practical to use the computerised mailing list. A contribution of $150,000 is expected to be available from the Publications Revolving Fund to deal with peaks in workload and for part of the postage costs in connection with the sales activities (shown under the Marketing and licensing subprogramme).

180.15. Under "other costs" the amount earmarked for postage and other means of despatch is $1,408,880, while $10,000 is provided for equipment replacements and purchases. The amount for postage is lower than in the 1990-91 budget as a result of using more economical methods of mailing certain material, the decrease in the book publishing programme and the expected computerisation of the registration of documents.

Programme management and support

180.16. The functions of this subprogramme include: providing advice to programme managers and other officials on publication matters; promoting internal and external support for ILO publishing ventures; formulating and supervising editorial policy, editorial standards and sales and promotional policy; supervising contracts and other agreements concerning the translation and licensing of publication rights to commercial or non-profit-making publishers; and planning and controlling ILO publishing activities overall.

180.3. Periodicals

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	19/00
GENERAL SERVICE WORK-YEARS	7/00
NON-STAFF COSTS EXCLUDING RBTC	$477,348
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$2,859,114**
OTHER SOURCES	-

180.17. The activities of this programme cover all the editorial and administrative functions involved in the publication of the *International Labour Review*, the *Social and Labour Bulletin*, and the *World Labour Report*. The resource level is some $192,000 higher than in the biennium 1990-91, which is the net result of a reduction of some $196,000 in the resources for the *International Labour Review*, an increase of some $31,000 in the resources for the *Social and Labour Bulletin* and an additional $357,000 provided for the *World Labour Report* (both previously shown under programme 120.4).

International Labour Review

180.18. The objective of this subprogramme is to contribute to a wider understanding of labour and social questions that are central to the ILO's concerns. The *Review* provides a multilingual forum for the discussion of these questions through the publication of selected articles – prepared both within the Office and by outside specialists – containing the results of original research and reflection, international comparative studies and analyses of national experiences that are of general interest.

180.19. Periodicity will be maintained at the same level as in recent biennia, namely 12 two-monthly issues in English and French and eight quarterly issues in Spanish. However, each issue is expected to be shorter as a result of the reduction in the resources for this subprogramme.

Social and Labour Bulletin

180.20. The *Bulletin*'s function is to provide governments, employers' and workers' organisations and all other interested parties with up-to-date and reliable information on labour and social developments throughout the world.

180.21. It is planned to continue publication of the *Bulletin* four times a year in English, French and Spanish, the Spanish edition being translated and published by the Ministry of Labour and Social Security in Madrid. An agreement for producing a Russian edition of the *Bulletin* has been signed with the USSR State Committee for Labour and Social Affairs.

World Labour Report

180.22. After analysing the experience gained so far from publishing the *World Labour Report*, the Director-General has decided to review its approach and periodicity. The new *World Labour Report*, which will report on social and labour trends and policy experiences, is designed to be of interest to ILO constituents, to policy-makers and analysts, to educators and students, to the public in general as well as to a host of labour- and development-related organisations. The main aim of the *World Labour Report* will be to provide up-to-date information on the main labour issues in different countries and regions.

180.23. The new *World Labour Report* will appear every year instead of every two years. It will be published in a smaller format and will contain fewer pages than previous editions of the *Report*. It is envisaged that each edition will contain three or four recurrent chapters that deal with the main areas of ILO interest, such as: standard setting and labour legislation; employment and training; labour relations; and social protection and working conditions. Another new feature of the *Report* will be an extensive statistical annex, providing easily accessible information on the trends in the world of labour.

180.24. The resources provided under this subprogramme cover the directly identifiable costs of this periodic publication. The various major programmes dealing with technical matters at headquarters and in the field will make substantial contributions. The statistical material, which will include some new indicators in areas such as labour relations, social security and working conditions, will be provided by programme 120.3 (Statistics).

180.4. Printing and typing

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	26/00
GENERAL SERVICE WORK-YEARS	201/00
NON-STAFF COSTS EXCLUDING RBTC	$803,657
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$15,072,044**
OTHER SOURCES	-

180.25. This programme covers the ILO's central text-processing and internal and external printing activities. Its main functions are:

a) providing text-processing, typing and transcription services in the required languages (English, French, Spanish, Arabic, Chinese, German and Russian);

b) the internal reproduction of publications and documents and of forms for the internal administration services;

c) providing graphic art and in-house composition services;

d) arranging for external printing services and the organisation and management of all Office allocations for internal and external printing.

180.26. In carrying out its functions the main aims of the programme are to:

a) improve productivity in order to cope with the workload within the required time-limits, particularly during peak periods;

b) continue improving the presentation of documents through the use of modern and efficient equipment;

c) minimise expenditure on external printing, especially for the work of the International Labour Conference, by rationalising production methods for typing and printing, with a view to carrying out the work within the reduced provision now made for this work under major programme 10 (International Labour Conference).

180.27. The total regular budget resources for the programme show a decrease of some $866,000 as compared with 1990-91. This is due to a reduction of 11/00 General Service work-years in staff resources and a $253,000 reduction in other costs. Taking into account the need to respect the rules concerning working conditions, in particular the limitation on the time worked on VDUs, it is to be hoped that despite the reductions it will be possible to maintain the usual level of services relating to meetings and conferences. Additional resources may have to be be provided by other major programmes in the case of work items for which no provision has been made in the budget for printing and typing. Resources are included for some temporary support services during the International Labour Conference under major programme 10.

Typing and text-processing

180.28. This subprogramme covers the provision of text-processing, transcription and typing services in the required seven languages for the International Labour Conference, the Governing Body, industrial and analogous meetings, regional conferences and other meetings convened by the ILO. A substantial part of this work is done on night shift. The subprogramme also provides, where possible, text-processing services for a large variety of documents and publications which cannot be typed in final form by the originating units.

180.29. The staff resources of this subprogramme are reduced by 8/00 General Service work-years as compared with the 1990-91 level in the German, Russian, Arabic and Chinese units. It is hoped to offset these reductions by the increased use of the latest text-processing techniques and equipment.

Electronic publishing and graphic work

180.30. In order to improve productivity and to reduce costs, especially for documents for the International Labour Conference and other meetings, certain activities previously included in the external and internal printing subprogrammes are included under this new subprogramme. Its tasks consist of coding and transmitting data to external printers and internal photo-composition systems for Conference reports, documents for meetings and publications. Desktop publishing is now used for the reports of industrial committees, the *Social and Labour Bulletin* (English and French), certain books such as studies and departmental monographs, promotional material and internal leaflets. This method achieves savings in printing costs through the reduction in the number of printed pages and shows a marked improvement in presentation. A computer programme is now in use for the production of some of the graphic work. The resources allocated to this subprogramme are reduced by 1/00 General Service work-year as compared with the 1990-91 level.

Internal printing

180.31. This subprogramme provides the services for in-house reproduction, particularly for all or part of the documents for the International Labour Conference and the Governing Body, major regional meetings, industrial committees and other meetings convened by the Governing Body, as well as for internal administration. To the extent that resources allow, certain additional documents and publications will also be printed internally. In order to achieve maximum efficiency, the planning of internal reproduction work and external printing is closely co-ordinated. The staff resources provided for this subprogramme are reduced by 2/00 General Service work-years as compared with the 1990-91 level. The provision for other costs, in particular those for rental and maintenance, reproduction supplies and paper, has also been reduced.

External printing and proof-reading

180.32. The activities of this subprogramme include making arrangements for the external printing of reports submitted to the International Labour Conference and other meetings, and for all other ILO publications and documents. In addition, they include: copy preparation and proof-reading in the various languages; the provision of technical advice and setting of standards for typographical presentation, layout and formats; the establishment of technical methods and procedures to facilitate the use of ILO computer databases for the purposes of photo-composition; and control of the quality of the printed material produced by external printers. The resources provided for external collaboration and printing credits have been decreased.

Programme management and support

180.33. This subprogramme covers the planning and supervision of the activities of the programme as a whole and the administration of its resources. Its functions include: providing advice to programme managers and other officials on printing, typing and text-processing matters; participating in the overall planning and control of ILO publication activities; and supervising the proper monitoring functions for meeting documents and Conference reports.

180.34. The organisation and control of printing, which is also covered by this subprogramme, involves the following activities: supervision and control of the printing allocations for all programmes; the preparation of budgetary and other estimates for external and internal printing; the procedure of calling for tenders for all external printing work, the examination of tenders submitted under competitive bidding procedures and the selection of the most economical method of reproduction (internal or external); the negotiation of printing contracts and the placement of orders for all ILO printing work; vetting printers' and suppliers' invoices and accounting for all printing and related expenditure; and the establishment of cost data for all the operations of the Printing and typing programme. The resources provided for the activities covered by this subprogramme are the same as in 1990-91.

Major Programme 180. Editorial and Document Services

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
180.1. DEPARTMENTAL MANAGEMENT										
PROGRAMME MANAGEMENT AND SUPPORT	2/00	2/00	374,280	5,987	380,267	-	-	-	-	-
1992-93 TOTALS	**2/00**	**2/00**	**374,280**	**5,987**	**380,267**	-	-	-	-	-
1990-91 TOTALS	**4/00**	**2/00**	**577,464**	**5,987**	**583,451**	-	-	-	-	-
180.2. PUBLICATIONS										
BOOK PUBLISHING	9/00	2/00	1,041,869	654,658	1,696,527	-	-	-	-	-
MARKETING AND LICENSING	2/00	12/00	871,488	-	871,488	-	49/02	2,518,780	707,000	3,225,780
DISTRIBUTION	2/00	28/00	1,800,018	1,418,880	3,218,898	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	2/00	314,568	5,073	319,641	-	-	-	-	-
1992-93 TOTALS	**15/00**	**44/00**	**4,027,943**	**2,078,611**	**6,106,554**	-	**49/02**	**2,518,780**	**707,000**	**3,225,780**
1990-91 TOTALS	**16/00**	**45/00**	**4,216,521**	**2,332,579**	**6,549,100**	-	**49/02**	**2,464,840**	**642,300**	**3,107,140**
180.3. PERIODICALS										
INTERNATIONAL LABOUR REVIEW	9/00	2/00	1,043,386	218,543	1,261,929	-	-	-	-	-
SOCIAL AND LABOUR BULLETIN	6/00	3/00	820,628	153,805	974,433	-	-	-	-	-
WORLD LABOUR REPORT	4/00	2/00	517,752	105,000	622,752	-	-	-	-	-
1992-93 TOTALS	**19/00**	**7/00**	**2,381,766**	**477,348**	**2,859,114**	-	-	-	-	-
1990-91 TOTALS	**18/00**	**6/06**	**2,222,485**	**444,299**	**2,666,784**	-	-	-	-	-
180.4. PRINTING AND TYPING										
TYPING AND TEXT-PROCESSING	2/00	140/00	8,253,794	91,313	8,345,107	-	-	-	-	-
ELECTRONIC PUBLISHING AND GRAPHIC WORK	2/00	10/00	760,104	8,896	769,000	-	-	-	-	-
INTERNAL PRINTING	2/00	37/00	2,431,002	624,012	3,055,014	-	-	-	-	-
EXTERNAL PRINTING AND PROOFREADING	16/00	6/00	1,971,583	75,531	2,047,114	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	4/00	8/00	851,904	3,905	855,809	-	-	-	-	-
1992-93 TOTALS	**26/00**	**201/00**	**14,268,387**	**803,657**	**15,072,044**	-	-	-	-	-
1990-91 TOTALS	**26/00**	**212/00**	**14,918,999**	**1,018,711**	**15,937,710**	-	-	-	-	-

Major Programme 190. Legal Services

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
190.1. LEGAL SERVICES										
CONSTITUTIONAL AND RELATED LEGAL WORK	4/04	-	534,854	-	534,854	-	-	-	-	-
SWISS LEGAL WORK	1/00	-	101,592	-	101,592	-	-	-	-	-
STAFF AND OTHER LEGAL WORK	7/06	-	761,940	-	761,940	1/00	-	101,592	-	101,592
PROGRAMME MANAGEMENT AND SUPPORT	0/02	6/00	359,686	28,024	387,710	-	-	-	-	-
1992-93 TOTALS	**13/00**	**6/00**	**1,758,072**	**28,024**	**1,786,096**	**1/00**	-	**101,592**	-	**101,592**
1990-91 TOTALS	**12/00**	**8/02**	**1,784,432**	**66,358**	**1,850,790**	-	-	-	-	-

190.1. The activities of this major programme continue to cover:

a) constitutional and related legal work such as the examination of questions relating to the Constitution of the Organisation, the Standing Orders of the Conference, regional conferences, the Governing Body and other meetings, the drafting of texts and official translations of international labour Conventions and Recommendations, the examination of questions regarding the ratification and interpretation of international labour Conventions and Recommendations, the consideration of questions concerning the status of the Organisation and its staff in countries other than Switzerland and France, and credentials questions at the Conference and at regional conferences;

b) Swiss legal work, including the examination of questions related to the status of international organisations in Switzerland. In addition, there is now some legal work relating to the status of officials residing in neighbouring France;

c) staff legal work, covering the drafting and application of the Staff Regulations and other relevant rules, and the preparation of briefs in contentious cases relating thereto, as well as work relating to revision of the Statute of the Administrative Tribunal of the ILO and associated questions. In addition, legal work related to the Turin Centre will henceforth be performed on a systematic basis instead of an ad hoc basis as in the past;

d) other legal work, including, for example, work associated with technical co-operation activities, such as agreements with donor or receiving States, plans of operations and contracts for services and materials.

190.2. In order to augment the professional capacity of the service to deal with the increasingly complex legal issues facing the Office, an increase of 1/00 Professional work-year under the regular budget is proposed. This is more than offset by a decrease of 2/02 General Service work-years made possible by combining the central secretariat and documentation service. In addition, 1/00 Professional work-year will be made available to this major programme from the Turin Centre for legal work pertaining to the Centre. The non-staff costs have been reduced by some $38,000, taking into account the deletion of the resources for the computerisation of the ILO's jurisprudence on the one hand and a small increase in travel resources for work in relation to the Turin Centre on the other.

Major Programme 200. Programming and Management

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
200.1. PROGRAMMING AND MANAGEMENT										
PROGRAMME PLANNING AND CO-ORDINATION	8/00	3/06	1,015,653	-	1,015,653	-	-	-	-	-
EVALUATION	6/04	2/00	754,800	25,364	780,164	-	2/00	111,384	14,472	125,856
MANAGEMENT ADVISORY SERVICES	6/00	1/00	665,244	60,060	725,304	-	-	-	-	-
INTERNAL AUDIT	5/00	1/06	591,498	70,005	661,503	3/00	-	304,776	20,000	324,776
TECHNICAL CO-OPERATION	-	-	-	74,880	74,880	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	1/00	336,588	20,292	356,880	-	-	-	-	-
1992-93 TOTALS	**27/04**	**9/00**	**3,363,783**	**250,601**	**3,614,384**	**3/00**	**2/00**	**416,160**	**34,472**	**450,632**
1990-91 TOTALS	**27/04**	**12/06**	**3,540,705**	**268,924**	**3,809,629**	**3/00**	**2/00**	**416,160**	**34,472**	**450,632**

200.1. The functions of this major programme are as follows: to provide the management of the Office with analyses relating to programme proposals to be placed before the Governing Body and the Conference in the Programme and Budget and in the Medium-Term Plan; to allocate resources for carrying out those programmes; to monitor programme implementation; to evaluate the effectiveness of projects and programmes; to carry out studies on the improvement of efficiency in the use of resources; and to ensure the continuous independent appraisal of the ILO's financial accounts and activities through the medium of internal audit.

200.2. The resources allocated to this major programme are decreased by $195,245 compared with the level in the biennium 1990-91. Several economies are envisaged, including a saving of approximately 1/06 General Service work-years arising from an anticipated productivity gain in the Programme planning and co-ordination and Management advisory services subprogrammes as a result of the application of computer and word-processing techniques in clerical and secretarial operations. In addition the number of internal audits of lower priority will be reduced, saving 2/00 General Service work-years.

Programme planning and co-ordination

200.3. The objective of this subprogramme is to provide the Director-General, the senior management of the Office, the Governing Body and the Conference with the analyses and documentation that they require to establish ILO programmes and to monitor and control their implementation. The main outputs are expected to be:

a) a document for discussion in the Governing Body's Programme, Financial and Administrative Committee in February-March 1992 concerning programme emphases and resource levels in connection with the preparation of the Programme and Budget proposals for 1994-95, in line with the decision of the Governing Body at its 236th Session (May 1987) concerning early consultation regarding Programme and Budget proposals;

b) the Director-General's Programme and Budget proposals for 1994-95;

c) the report to the Governing Body in 1992 on the implementation of the approved programme for 1990-91 and of the Director-General's Reports to the 1992 and 1993 Sessions of the Conference on ILO activities in the preceding year;

d) internal analyses to enable the Director-General and senior management of the Office to monitor and control implementation of the approved programme, to take corrective action to deal with problems in programme implementation, to allocate regular budget and programme support income resources for carrying out the programme and, if necessary, to adjust the programme to new priorities;

e) proposals to the Governing Body for the agenda of the Conference;

f) inter-agency co-operation on programming matters, including prior consultations on work programmes among the agencies of the United Nations system, and participation in inter-agency meetings on programming matters; and

g) servicing internal management bodies as required.

200.4. The present ILO Medium-Term Plan covers the period 1990-95. Thus it would normally be necessary to prepare a new Plan for 1996-2001 in 1993. However, in order to keep in line with the revised medium-term planning timetable of the United Nations it would be appropriate for the next ILO Plan to cover the period 1998-2003 and be prepared in 1995. No provision is therefore made for such work in the present proposals.

200.5. In view of the improvement now being sought in the style and content of the Director-General's Report to the Conference, and in order to free resources to support the efforts now being made to evaluate regular budget activities, the Director-General envisages that the programme implementation report mentioned above should in future be somewhat briefer and less detailed. Comprehensive information will continue to be included in the Reports of the Director-General relating to ILO activities in each year of the biennium.

Evaluation

200.6. Evaluation is necessary both to ensure efficiency and effectiveness and to promote transparency and proper accountability. The long-term objectives of this subprogramme, which concerns both technical co-operation projects and regular budget activities, are: to improve the effectiveness of ILO technical co-operation and regular budget activities; to improve the quality of technical co-operation project design and ILO programme planning; and to increase the accountability of ILO activities in relation to member States. A shift in emphasis is envisaged, in order to take account of the views expressed from time to time in the Governing Body on the need for a more systematic evaluation of regular budget activities. Emphasis will therefore be placed on the development of evaluation systems for regular budget activities.

200.7. To improve the effectiveness of regular budget activities and the quality of ILO programme planning, work is being launched in the biennium 1990-91 on the development of appropriate techniques for the evaluation of activities funded under the ILO regular budget. For the biennium 1992-93, in the light of the importance placed by the ILO's constituents on the evaluation of regular budget activities, a system will be developed for their evaluation which will emphasise self-evaluation by the technical departments.

200.8. ILO procedures for the evaluation of technical co-operation activities are based on the notion of internal (self-)evaluation with a view to ensuring that a maximum number of projects are evaluated by project management. Nevertheless, to ensure the objectivity of evaluation, this subprogramme will continue to participate actively in independent evaluations of selected projects which are either of a large size (over $1 million) or of special interest to both the ILO and donors. Guide-lines will also be prepared for independent/external evaluations (including terms of reference, selection of evaluation team members) to supplement existing procedures.

200.9. An evaluation will continue to be undertaken on a biennial basis of a special aspect of the technical co-operation programme (defined as a set of projects). This evaluation aims at assessing the impact of the programme for effectiveness and accountability purposes. The main output will be submitted to the Governing Body Committee on Operational Programmes (OPC). Following each evaluation of a technical co-operation programme, a workshop/seminar will be organised among the ILO technical departments to discuss the findings and recommendations of the evaluation study as well as its follow up.

200.10. The comprehensive system for the design of ILO technical co-operation projects is now well-established and is applied to all multi-bilateral technical co-operation projects by staff at headquarters and in the field, in a manner consistent with UNDP project formulation and appraisal procedures. The appraisal of all project technical co-operation activities will now be decentralised in the region, although the Evaluation subprogramme will continue to have an overall supervisory role in relation to project design procedures.

200.11. To improve the quality of technical co-operation project design, all possible steps (including the promotion of active dissemination both inside and outside the ILO) will be taken to ensure the effectiveness of the evaluation information system so that the lessons drawn in past evaluations are taken into account in the design of future projects. Programme Support Income, expected to cover 2/00 GS work-years, will be used for this activity.

200.12. Activities relating to the Joint Inspection Unit (JIU) are co-ordinated and organised by this subprogramme. The main activities consist of the preparation of replies to requests for information from the JIU, comments on JIU reports, Governing Body papers on those reports and participation in inter-agency consultations on the effect given to JIU recommendations.

Management advisory services

200.13. Management studies requested by programme managers or by the Director-General and senior management are carried out under this subprogramme, often as a result of questions raised in the Governing Body or the programme planning exercise. The objective of these studies is to improve the effectiveness and efficiency of selected operations in the Office, with emphasis on regular budget activities where there can be an immediate or short-term pay-off in terms of improved organisational arrangements and procedures, improved services to member States and increased productivity or direct cost savings. The studies will be undertaken in collaboration with the other subprogrammes of this major programme and their results will be applied in programme planning. Also included under this subprogramme are the functions of designing ILO forms and controlling the stocks of such forms, and the overall surveillance of internal circulars.

200.14. The programme of management studies cannot be planned in detail in advance, since it is important to respond promptly and at short notice to urgent requests for management advice and action. However, a number of areas have already been identified for review in 1992-93, taking into account both future requirements and past experience. These include, for example:

- a review of the structure and operational efficiency of one regional department;
- a review of the International Labour Information System, including the role of the Library;
- a review of a major technical department;
- assistance in the efforts to rationalise the preparation and the organisation of meetings and conferences; and
- assistance to the major programme 160 (Personnel) concerning work organisation and procedural changes required by the PERSIS project.

Internal audit

200.15. Ongoing independent internal appraisals of the ILO's financial accounts and activities are provided for under this subprogramme. The objectives of the appraisals are to ensure sound internal control at reasonable cost, adequate compliance with ILO rules, regulations, policies and procedures, the integrity and soundness of management practices, the efficient use of resources, and the accuracy of the accounting, financial and other data used for management information. A detailed programme of work is drawn up each year, including audits of headquarters and field operations. The work programme is co-ordinated with that of the External Auditor.

200.16. At headquarters, the activities include reviews of selected systems and operations for: their contribution to programme objectives; the strength of their internal checks; proper authorisation and recording of expenditure; adequate control over receivables; adherence to the rules, procedures and policies that have been laid down; the efficient use of resources; and the accuracy of the data generated for management information and decisions. Reviews will also encompass the soundness and relevance of policies, rules and procedures subject to compliance checks, the verification of assets by physical count or by third party evidence, and the monitoring of equipment records to ensure that assets are properly accounted for and safeguarded from loss. Emphasis will continue to be given to the audit of computerised systems to ensure their integrity and efficiency. This will include such activities as participating in the design of new systems or amendments to existing systems to facilitate control and audit operations; reviewing input and output controls; and appraising systems of control over computer operations and security arrangements.

200.17. In the field, audits of external offices and of technical co-operation projects are aimed at ensuring that expenditure is properly incurrred, authorised and recorded; that assets are properly accounted for and safeguarded from loss; that adequate controls exist over cash receipts and cash payments; that established procedures are properly complied with; and that resources are used efficiently. Programme Support Income, which is expected to cover 2/00 Professional work-years and $20,000 for travel on mission, will be devoted entirely to the audit of technical co-operation activities, particularly large-scale and special public works projects and regional centres.

200.18. This subprogramme is also responsible for the internal audit of the accounts and financial activities of the Turin Centre, for which the Centre provides 1/00 Professional work-year shown under "Other sources" in the table above.

Technical co-operation

200.19. In the light of the trend towards government-executed technical co-operation projects, regular budget technical co-operation resources, amounting to some $74,880, will be made available to hold a series of seminars at the national level, in project design and project evaluation. Emphasis will be placed on the importance of taking account of the views of the ILO's tripartite constituents at the project design stage.

Major Programme 220. Relations and Meetings

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
220.10	DEPARTMENTAL MANAGEMENT	2/00	4/00	485,664	9,447	495,111
220.20	OFFICIAL RELATIONS	44/00	28/00	9,558,327	208,482	9,766,809
220.30	TRANSLATION AND MEETINGS	70/00	12/00	8,255,434	400,104	8,655,538
220.40	RELATIONS WITH INTERGOVERNMENTAL AND NON-GOVERNMENTAL ORGANISATIONS	7/00	8/00	1,156,680	82,421	1,239,101
1992-93	**TOTALS**					
	REGULAR BUDGET	123/00	52/00	19,456,105	700,454	20,156,559
	OTHER SOURCES	-	-	-	-	-
1990-91	**TOTALS**					
	REGULAR BUDGET	126/06	52/00	19,928,174	741,950	20,670,124
	OTHER SOURCES	-	-	-	-	-

220.1. The functions of this major programme are: to conduct official relations with governments, organisations of the United Nations system and non-governmental international organisations; to organise and provide the in-session servicing of ILO conferences and meetings, including the Governing Body and its committees; and to provide all interpretation services. The activities of the major programme also include the editing and translation of all documents for ILO meetings, including all reports and documents required for and arising from the International Labour Conference, the Governing Body, regional conferences and meetings, and other meetings approved by the Governing Body. Miscellaneous other documents are also translated.

220.2. During the biennium 1992-93 servicing will be provided under this major programme for a programme of meetings including: two sessions of the Conference; seven sessions of the Governing Body; two regional conferences; two advisory meetings of Governing Body members from the regions; six major and nine smaller industrial meetings to be organised in accordance with the new arrangements for these meetings agreed by the Governing Body at its 243rd Session (May-June 1989); and 16 other technical meetings.

220.3. The resources allocated to this major programme show a decrease of $514,000 compared with the biennium 1990-91. Part of this decrease is made possible by a rearrangement of the protocol and visitors' services, and of those concerning relations with non-governmental organisations. Under these new arrangements protocol services are the responsibility of programme 40 (General management) and the visitors' services are the responsibility of programme 170.4 (Internal administration). The Special relations and Relations with non-governmental organisations subprogrammes are now shown under programme 220.40 (Relations with intergovernmental and non-governmental organisations). Resource economies arising from these measures have made it possible to reduce the allocation to this programme by some $396,000. The second main reduction (some $492,000) is made in the resources provided under the Translation and meetings programme in the expectation of further productivity improvements in the services that it provides. On the other hand, because of the increase in the number of meetings, the resources for freelance interpretation services under programme 220.2 (Official relations) have been increased by some $339,000. This increase is offset by a reduction of $75,000 in the resources covering the other functions of this programme. Finally, an increase of 2/00 General Service work-years has been included in programme 220.10 (Departmental management).

220.1. Departmental management

REGULAR BUDGET

PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	4/00
NON-STAFF COSTS EXCLUDING RBTC	$9,447
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$495,111**

OTHER SOURCES -

220.4. Provision is made under this programme for the director of the department and for secretarial and administrative support. There is an increase of 2/00 General Service work-years to cover the secretary of the director of department. This position has become necessary as a result of the increase in the size of the major programme in 1989.

220.2. Official relations

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	44/00
GENERAL SERVICE WORK-YEARS	28/00
NON-STAFF COSTS EXCLUDING RBTC	$208,482
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$9,766,809**
OTHER SOURCES	-

220.5. The functions of this programme include the provision of conference and meeting services, including the drafting, editing and translation of documents for the Governing Body. Resources for this programme have been increased by $263,680, mainly as a result of an increase in the resources for interpretation services.

Official correspondence

220.6. The work of this subprogramme includes the drafting, editing and translation of official communications to governments and to members of the Governing Body, as well as assisting the Director-General in the preparation or translation of certain of his speeches and statements. It also includes the co-ordination and preparation of material concerning the proceedings of the Governing Body and the International Labour Conference for inclusion in the *Official Bulletin*.

Servicing the Conference

220.7. The functions of this subprogramme are to co-ordinate the arrangements and provide the secretariat services for the Conference, including, inter alia, the Clerk of the Conference, the Chief of Secretariat Services of the Conference and the secretariat of the Selection Committee.

Servicing the Governing Body

220.8. The work covered by this subprogramme includes drafting or editing, as appropriate, all papers submitted to and issuing from the Governing Body, its Officers and its committees, and their translation into the required languages; preparing the agenda of the sessions; and co-ordinating the follow-up, within the Office, of Governing Body decisions. It also includes the services of the Clerk of the Governing Body and other supporting services for Governing Body sessions.

Interpretation services and servicing other meetings

220.9. Provision is made under this subprogramme for the chief interpreter and the interpretation services furnished by the regular staff of the Office, as well as short-term staff, including interpreters, for all meetings, except the Conference and regional conferences (for which provision is made in major programmes 10 and 30). The work of the subprogramme also includes co-ordinating the arrangements for all meetings except the Conference and the Governing Body.

Programme management and support

220.10. Resources amounting to $22,821 are included under this subprogramme to replace certain obsolete computer equipment and to continue the phased programme of modernisation and the introduction of new computerised information systems. In the past two biennia, word processing and computer equipment have been introduced in accordance with the recommendations in an internal management study on the modernisation and rationalisation of various information procedures. The new computer applications include: the data base relating to Governing Body documents; the recording of Governing Body decisions for Office-wide use; the continuous updating of documents such as the programme of meetings; the filing of instructions for official correspondence with the governments of all member States and members of the Governing Body; the maintenance of files on non-governmental international organisations; and the storing of various lists and documents. This programme of computerisation will be continued in the course of the biennium 1992-93.

220.3. Translation and meetings

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	70/00
GENERAL SERVICE WORK-YEARS	12/00
NON-STAFF COSTS EXCLUDING RBTC	$400,104
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$8,655,538**
OTHER SOURCES	-

220.11. The main functions of this programme are to provide the language services needed for the publication of reports and other documents required for the sessions of the International Labour Conference and other ILO meetings, and for the publications listed below. These functions are carried out in the following order of priority, grouped by language (the level of services being subject to the available resources):

a) in English, French and Spanish: the editing, translation and revision of reports, documents, abstracts and other texts, as required in each of these languages, for the International Labour Conference, the Governing Body Committee on Freedom of Association, the Committee of Experts on the Application of Conventions and Recommendations, major regional meetings, Industrial Committees and analogous bodies, as well as the smaller industrial meetings, and technical and advisory meetings convened by the Governing Body; the editing and revision of texts to be published in the *Record of Proceedings* of the International Labour Conference and the regional conferences held during the biennium; the editing of the *Official Bulletin* (Series A); the translation of articles and notes for the *International Labour Review*; and the editing and translation of the *World Labour Report*. In addition to the above tasks, taking account of established priorities and the availability of resources, the programme covers: the translation of other miscellaneous documents, such as replies to ILO questionnaires and materials received in languages other than English, French and Spanish that will be used in the preparation of reports for ILO meetings; and support to programme 220.2 (Official relations);

b) in Arabic, Chinese, German and Russian: the translation and revision of reports and documents for the International Labour Conference (with the exception of those on agenda items II and III); the translation of in-session documents for the International Labour Conference and regional conferences, as appropriate; and the translation of abstracts of reports for Industrial Committees and analogous meetings, as appropriate. In addition to the above activities, and to the extent that resources and capacity allow, services are also provided in respect of other miscellaneous work, such as translation support to programme 220.2 (Official relations), the translation of public information material for major programme 235 (Public information) and the translation of miscellaneous documents and correspondence.

220.12. The resources allocated under this programme are reduced by $492,364 compared with the biennium 1990-91, due to a substantial reduction in the provision for editorial, translation and revision services, partly offset by an increase in resources for terminology and reference work and for the development and operation of a multilingual terminology data base (ILOTERM), which should become fully operational during the biennium.

Editing and translation

220.13. The regular budget staff resources for editorial, translation and revision services in English, French, Spanish, German, Russian, Arabic and Chinese amount to 66/00 Professional work-years. This represents a reduction of 2/00 Professional work-years, which has been made possible by a rationalisation of the staffing structure in the English language unit. In addition, provision of $445,000 is made for short-term staff and $274,904 for external collaboration to provide additional services and short-term reinforcements during peak periods, especially in connection with the programme of meetings. The overall net reduction under short-term staff and external collaboration of some $399,000 compared with the biennium 1990-91 has been made possible by productivity increases and closer collaboration with the translation services for the Governing Body provided under programme 220.2 (Official relations).

Terminology and reference

220.14. This subprogramme provides support to the editing, translation and revision work of this major programme and, to the extent possible, assists officials engaged in linguistic work elsewhere in the Office. There has been an increase of 2/00 General Service work-years in the staff resources under this programme to cover a post of documentalist, which will contribute to the realisation of the anticipated productivity gain in this programme as a whole. A provision of $30,690 is also made for short-term data entry clerks for the ILOTERM data base.

Programme management and support

220.15. This subprogramme covers the planning and supervision of activities carried out under the programme as well as the administration of its resources, and the provision of advice for programme managers and other officials on questions of editing, translation and revision. In addition to the chief of the programme, the resources include 4/00 General Service work-years to cover: the receipt and recording of incoming material in the various languages; the monitoring of progress; the typing of correspondence, internal instructions, external collaboration contracts, etc.; and handling liaison with the originating departments. Resources for printing the *Official Bulletin* (Series A) are shown under this subprogramme, as are those to cover the cost of the purchase of computer equipment and supplies for ILOTERM.

220.4. Relations with intergovernmental and non-governmental organisations

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	7/00
GENERAL SERVICE WORK-YEARS	8/00
NON-STAFF COSTS EXCLUDING RBTC	$82,421
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,239,101**
OTHER SOURCES	-

220.16. The objective of this programme is to ensure close liaison between the ILO and other organisations of the United Nations. Its main aims are to keep the Office and the Governing Body constantly informed of the policies and activities of other organisations of the United Nations system; to keep these organisations informed of the objectives and programmes of action of the ILO; and to co-ordinate ILO activities with those of other intergovernmental organisations so as to ensure complementarity of action, avoid duplication and safeguard ILO competence. The activities of the programme also include liaison between the ILO and international non-governmental organisations, other than employers' and workers' organisations, that are active in social and labour matters.

220.17. The Relations with non-governmental organisations subprogramme, which was previously shown under programme 220.2 (Official relations) is now shown here. The staff resources for this programme are reduced by 1/06 Professional and 4/00 General Service work-years as a result of the new arrangements for protocol and visitors' services (previously shown under the subprogramme mentioned) and because of the resource economies resulting from the integration of the Special relations and Relations with non-governmental organisations subprogrammes into this programme. Together with small reductions in non-staff costs, the total decrease in resources under this programme amounts to $396,265.

Liaison activities with intergovernmental organisations

220.18. The objective of this subprogramme is to carry out a systematic examination and analysis of the activities of other organisations of the United Nations system in order to alert the management of the Office to developments of interest and concern to the ILO. Assistance is also provided to the technical units of the Office to apply ILO policies consistently in relations with other intergovernmental organisations and to ensure that the ILO is adequately represented at intergovernmental and inter-agency meetings. Activities covered by the subprogramme include: advising the Director-General on matters within the competence of the Administrative Committee on Co-ordination (ACC); conducting negotiations; and servicing the International Organisations Committee of the Governing Body.

Special relations

220.19. The aim of this subprogramme is to develop the ILO's relations and contacts with religious circles.

Relations with non-governmental organisations

220.20. The objective of this subprogramme is to develop and co-ordinate relations with non-governmental organisations (other than employers' and workers' organisations) which have interests in common with the ILO. This includes the processing of applications from such organisations to participate in the work of the Conference and other meetings, and applications for admission to the Special List.

Major Programme 220. Relations and Meetings

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
220.1. DEPARTMENTAL MANAGEMENT										
PROGRAMME MANAGEMENT AND SUPPORT	2/00	4/00	485,664	9,447	495,111	-	-	-	-	-
1992-93 TOTALS	**2/00**	**4/00**	**485,664**	**9,447**	**495,111**	-	-	-	-	-
1990-91 TOTALS	**2/00**	**2/00**	**374,280**	**9,447**	**383,727**	-	-	-	-	-
220.2. OFFICIAL RELATIONS										
OFFICIAL CORRESPONDENCE	5/00	7/00	897,804	-	897,804	-	-	-	-	-
SERVICING THE CONFERENCE	6/04	4/00	866,184	-	866,184	-	-	-	-	-
SERVICING THE GOVERNING BODY	24/08	13/00	3,407,165	185,661	3,592,826	-	-	-	-	-
INTERPRETATION SERVICES AND SERVICING OTHER MEETINGS	7/00	3/00	4,229,890	-	4,229,890	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	1/00	1/00	157,284	22,821	180,105	-	-	-	-	-
1992-93 TOTALS	**44/00**	**28/00**	**9,558,327**	**208,482**	**9,766,809**	-	-	-	-	-
1990-91 TOTALS	**44/00**	**28/00**	**9,269,647**	**233,482**	**9,503,129**	-	-	-	-	-
220.3. TRANSLATION AND MEETINGS										
EDITING AND TRANSLATION	66/00	-	7,150,072	274,904	7,424,976	-	-	-	-	-
TERMINOLOGY AND REFERENCE	2/00	8/00	679,410	-	679,410	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	4/00	425,952	125,200	551,152	-	-	-	-	-
1992-93 TOTALS	**70/00**	**12/00**	**8,255,434**	**400,104**	**8,655,538**	-	-	-	-	-
1990-91 TOTALS	**72/00**	**10/00**	**8,752,411**	**395,491**	**9,147,902**	-	-	-	-	-
220.4. RELATIONS WITH INTERGOVERNMENTAL AND NON-GOVERNMENTAL ORGANISATIONS										
LIAISON ACTIVITIES WITH INTERGOVERNMENTAL ORGANISATIONS	3/07	5/06	670,344	34,577	704,921	-	-	-	-	-
SPECIAL RELATIONS	2/00	1/00	258,876	10,000	268,876	-	-	-	-	-
RELATIONS WITH NON-GOVERNMENTAL ORGANISATIONS	1/00	1/00	157,284	-	157,284	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	0/05	0/06	70,176	37,844	108,020	-	-	-	-	-
1992-93 TOTALS	**7/00**	**8/00**	**1,156,680**	**82,421**	**1,239,101**	-	-	-	-	-
1990-91 TOTALS	**8/06**	**12/00**	**1,531,836**	**103,530**	**1,635,366**	-	-	-	-	-

Major Programme 225. Employers' Activities

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
225.1. EMPLOYERS' ACTIVITIES										
RELATIONS	6/00	4/00	832,320	69,755	902,075	-	-	-	-	-
SERVICE AND SUPPORT OF TECHNICAL CO-OPERATION	4/00	2/00	517,752	15,845	533,597	-	1/00	55,692	6,255	61,947
TECHNICAL CO-OPERATION	-	-	-	1,242,696	1,242,696	-	-	-	1,430,000	1,430,000
PROGRAMME MANAGEMENT AND SUPPORT	2/00	1/00	318,588	200,000	518,588	-	-	-	-	-
1992-93 TOTALS	**12/00**	**7/00**	**1,668,660**	**1,528,296**	**3,196,956**	**-**	**1/00**	**55,692**	**1,436,255**	**1,491,947**
1990-91 TOTALS	**12/00**	**6/02**	**1,622,250**	**1,311,896**	**2,934,146**	**-**	**1/09**	**97,461**	**1,602,890**	**1,700,351**

225.1. This major programme has two interrelated objectives, namely, to maintain and develop relations with employers and their organisations, and to service and support ILO technical assistance to such organisations, mainly in developing countries.

Relations

225.2. As regards the first objective, provision is made for the co-ordination of relations and liaison between the ILO and employers and their organisations at the international and national levels. Activities include: advising the Director-General and programme managers on the current policies and views of employers' organisations on matters within the ILO's competence so that these can be taken into account in the development of ILO policies and programmes; seeking the support of employers and their organisations for ILO activities; reviewing Office documents and communications relating to employers' organisations; ensuring liaison between the ILO and employer participants in meetings, including those organised by the Turin Centre; briefing experts on relations with employers' organisations; and representing the ILO at international and regional meetings of employers. It is expected that events in Eastern and Central Europe will call for substantial increases in liaison work with the new organisations set up in these countries.

Action-oriented research to support technical co-operation

225.3. Considerable importance will be attached to action-oriented research in preparation for technical co-operation projects, particularly in view of the major role that employers' organisations will have to play in the issues arising out of structural adjustment and privatisation. Studies will be undertaken during the biennium 1992-93 on the role of employers' organisations in the introduction of employee stock-ownership programmes (ESOP), which are being considered in many countries. Other work will concentrate on: the informal sector and its linkages with self-employment; entrepreneurship development; and training programmes for returning migrants or refugees. In Africa, the main priority of this major programme will be the informal sector and the vital role it plays in job creation and income generation. A simplified version of the "Improve Your Business" materials is currently being developed to assist this neglected sector, which employs many workers from underprivileged social categories. Special promotional activities will also be undertaken to increase awareness of ILO standards and promote their implementation. Additional resources (0/10 General Service work-year) are to be provided to support these activities.

Assistance to developing countries

225.4. Assistance will be given to employers' organisations in developing countries with the aim of consolidating their structures and functions and improving their capacity to provide expanded services to their members, so that they can play an increasingly effective role in tripartite co-operation. Activities will include: identifying the needs of employers' organisations in developing countries; co-ordinating requests; assigning priorities; negotiating for extra-budgetary funds; developing, designing and evaluating projects; providing consultancy services to employers' organisations by means of consultant assignments and regional advisers; providing study grants and organising study tours for officials of employers' organisations; planning and organising meetings at the regional and subregional levels; and organising national workshops. It is expected that some 40 meetings will be held at the regional, subregional and national levels. National workshops usually have a very significant impact at the country level and promote a better image of the organisations concerned as regards their social responsibility. Such workshops are particularly appropriate for following up ongoing programmes, especially in the areas of standards, small enterprise development, the informal sector and activities for women. Up to 80 study grants will be provided and some 35 advisory missions will be arranged using experts from the same region (a form of TCDC arrangement) to an increasing extent.

Assistance to Eastern and Central Europe

225.5. The important changes now occurring in the political systems in Eastern and Central European countries and the transition from centrally-planned to market-oriented economic systems make it important to assist nascent and newly created employers' organisations in these countries. This major programme will act as a focal point for monitoring the assistance provided to these organisations from various sources, including employers' organisations in industrialised countries. In view of the need to ensure that these new activities in Eastern and Central Europe will not be undertaken to the detriment of activities to assist employers' organisations in developing countries, an additional $157,000 as compared to the biennium 1990-91 is to be allocated for consultancies and other activities. Efforts will also be made to obtain the necessary extra-budgetary resources for these activities.

Financing of technical co-operation

225.6. Additional resources from multi-bilateral agencies will be sought to meet the growing need for technical assistance. Co-operation with donors will be further developed, particularly as regards the promotion of small enterprises and the development of industrial relations. A practical approach will be followed through educational activities, such as personnel management training courses and courses on environmental issues. Experience gained in donor countries will be drawn on for the benefit of recipient organisations in such fields as industrial relations and management development. The total amount of extra-budgetary technical co-operation funds expected for the biennium 1992-93 is $1.4 million for ongoing projects and for projects currently being negotiated with UNEP, UNDP and various other donors, in particular Japan, the Nordic countries and Switzerland.

225.7. In addition, an amount of $1,242,696 will be made available from the Regular Budget Technical Co-operation (RBTC) resources. This represents an increase of some $59,000 as compared to the biennium 1990-91. These funds will continue to be used as seed money to promote and develop new activities for funding by multi-bilateral donors. They will also be used to respond to requests from employers' organisations for advisory services, and to organise national training programmes, regional and subregional meetings and study tours. In particular, assistance will be provided for the revival/creation of employers' organisations in countries where the political system is changing. Programme Support Income will continue to be used to strengthen administrative and secretarial support for the expanding technical co-operation subprogramme. To this effect, provision is made for 1/00 General Service work-year and $6,255 for non-staff items.

Major Programme 230. Workers' Activities

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
230.10	BUREAU MANAGEMENT	2/00	2/00	374,280	29,222	403,502
230.20	WORKERS' RELATIONS	10/00	6/00	1,350,072	78,074	1,428,146
230.30	WORKERS' EDUCATION	20/01	10/04	2,818,974	4,238,963	7,057,937
1992-93	**TOTALS**					
	REGULAR BUDGET	32/01	18/04	4,543,326	4,346,259	8,889,585
	OTHER SOURCES	3/11	-	405,369	9,430,000	9,835,369
1990-91	**TOTALS**					
	REGULAR BUDGET	32/07	18/00	4,569,620	4,314,293	8,883,913
	OTHER SOURCES	4/02	1/00	478,992	8,304,288	8,783,280

230.1. The overall objectives of this major programme are as follows:

a) to encourage the organisation of workers;
b) to assist trade unions to improve their structure and activities;
c) to ensure that all ILO programmes address the priority problems of workers and their organisations;
d) to maintain and develop relations with workers and their organisations.

230.2. Provision is thus made under this major programme for the co-ordination of all ILO activities concerning workers' organisations, both at headquarters and in member States. In particular, close co-operation and co-ordination is ensured between workers' relations and workers' education activities. The aim of the major programme is to develop and strengthen the capacity of free and independent workers' organisations to take a full part in economic and social development, and to ensure that they are able to participate fully in the work of the ILO.

230.3. The resources to be made available to this major programme are slightly increased, by some $6,000. This increase is due to the addition of some $83,000 in RBTC resources for programme 230.3 (Workers' education), largely offset by a decline of some $26,000 in staff costs and some $51,000 in non-staff costs.

230.1. Bureau management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	2/00
NON-STAFF COSTS EXCLUDING RBTC	$29,222
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$403,502**
OTHER SOURCES	-

230.4. This programme includes the management, planning and co-ordination of activities under the major programme. It covers the Director of the Bureau and corresponding secretarial support and mission credits.

230.2. Workers' relations

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	10/00
GENERAL SERVICE WORK-YEARS	6/00
NON-STAFF COSTS EXCLUDING RBTC	$78,074
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,428,146**
OTHER SOURCES	-

230.5. The principal objective of this programme is to maintain and strengthen the overall links between the ILO and the workers and their organisations (more than 495 in total) at the international, sectoral, regional and national levels. Its activities include Office-wide co-ordination of these relations and advising the Director-General and programme managers on the current preoccupations and policies of workers' organisations on matters of common concern so that these can be taken into account in the development of ILO programmes and activities. This means keeping technical programmes in the Office fully up to date and collaborating with them on the current priority concerns of trade unions in matters such as reducing working hours, combating recession, containing inflation and unemployment and issues related to safety and health at the workplace, new technology, the environment and trade and development. It is also the aim of this major programme to ensure continued support by workers and their organisations for ILO programmes and activities. In short, the objective is to ensure the ILO's relevance to workers at all times. Greater emphasis will also be placed on helping workers and their trade unions face the social effects of the political and economic changes taking place in several member States, including those in Central and Eastern Europe, through advisory services and the provision of information.

230.6. The usual briefing services as well as substantial technical assistance and facilities will continue to be given to the Workers' group at all ILO meetings and conferences and liaison will be maintained between members of the group and the Office. Assistance and the co-ordination of ILO technical inputs and services is provided to trade unions when they hold conferences and meetings on the ILO's premises. This programme is also responsible for organising the election of the Workers' members of the Governing Body. In the biennium 1992-93 greater emphasis will be placed on the systematic collection of information on trade union positions and policies on substantive labour issues and problems, with a view to increasing the workers' input to Office-wide research activities and reports. Other related activities include: reviewing, providing advice on and contributing to Office research documents, draft reports and communications relating to workers' organisations; participating in Office-wide activities, including the preparation of the Programme and Budget; briefing and debriefing technical co-operation experts and providing special advisory services to the Turin Centre and the International Institute for Labour Studies on relations with workers' organisations; providing assistance in the selection of worker participants for ILO meetings and educational courses; acting as the liaison between the technical major programmes and workers' organisations; providing information to technical major programmes about trade unions and their policies on issues of mutual interest; keeping trade unions throughout the world informed of ILO activities, programmes and policies by a regular supply of publications and communications; and representing the ILO at general and industrial conferences of workers' organisations throughout the world.

230.3. Workers' education

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	20/01
GENERAL SERVICE WORK-YEARS	10/04
NON-STAFF COSTS EXCLUDING RBTC	$1,218,383
RB TECHNICAL CO-OPERATION (RBTC)	$3,020,580
TOTAL	**$7,057,937**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	3/11
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$405,369**
TECHNICAL CO-OPERATION	$9,430,000

230.7. The objective of this programme is to strengthen workers' organisations through workers' education. Its aim is to assist trade unions to expand their membership and activities and to improve their negotiating skills, their capacity to participate in decision-making and their ability to defend the interests of their members. The activities of the programme will promote and support: the development of the social and economic services provided by trade unions for their members; the development of infrastructures to enhance workers' participation in social and economic development; the formulation of policies and programmes for rural development; and educational reforms. These activities naturally require a broadening and strengthening of collaboration with other relevant major programmes.

230.8. The guidance provided by the ILO Medium-Term Plan 1990-1995, the relevant resolutions adopted by the International Labour Conference and the conclusions of various meetings, including the 1985 Meeting of the Members of the Panel of Consultants on Workers' Education and the 1987 High-Level Meeting on Employment and Structural Adjustment, are reflected in the planned programme of work. An important new activity, which responds to the resolution concerning environment, development, employment and the role of the ILO adopted by the Conference in 1990, will be a symposium on the role of workers' organisations in environmental protection. This symposium, which will be inter-regional, will bring together 25 participants from workers' organisations, to discuss a common approach to defining the role of these organisations in environmental protection.

Strengthening and development of organisations of workers in the rural sector

230.9. The objective of this subprogramme is to assist rural workers' organisations increase their membership and strengthen their participation in rural development through: (a) the promotion of improved methods of organising rural workers; (b) the establishment of more effective means of building and managing their financial and material resources; (c) more efficient administration of their social and economic services (such as medical clinics, marketing co-operatives, and credit and mutual aid funds); and (d) strengthening their education programmes through the improvement of training methods and the use of effective training aids and materials.

Technical advice to rural workers' organisations

230.10. In order to achieve these objectives, assistance will be provided to national and international trade union organisations that support rural workers' organisations in developing countries. The advisory services covered by this subprogramme will be concentrated on enhancing the workers' education programmes of rural workers' organisations with the aim of training leaders and officials to develop and manage their resource base, plan their activities, formulate strategies for the administration of special services, and promote effective contributions by rural workers' organisations to the conservation of natural resources and the environment. Assistance will also be provided to support rural workers' training activities addressing areas such as: illiteracy; the development of employable skills; the promotion of self-employment; awareness of international labour standards; the training of trainers; occupational safety and health issues, including awareness of dangerous substances used in agriculture; and the training of vulnerable groups such as women, migrant workers and indigenous people (taking into account the adoption of the Indigenous and Tribal Peoples Convention, 1989 (No. 169)).

Teaching aids for rural workers' education

230.11. Teaching and audio-visual aids for workers' education, including booklets, video-cassettes, flip charts, slide kits and other training aids specifically adapted and designed for use in training activities for rural workers will be prepared in order to support technical advisory services and technical co-operation activities. Course topics, hand-outs and leaflets will be produced and articles will be published in the *Labour Education Bulletin*, so as to draw attention to the main aspects of workers' education in rural areas. These activities will continue to be carried out in collaboration with major programme 60 (Employment and development).

Seminar on participation of women workers

230.12. A regional seminar for rural workers' organisations will be held in Africa on women's participation in the activities of these organisations and in rural development in general. Some 25 representatives of the organisations concerned will be invited to participate in the seminar, which will be financed from RBTC resources.

Development of institutional and technical means of furthering workers' education activities

230.13. The objective of this subprogramme is to support the development of proper infrastructures for workers' education programmes and activities. This requires a sustained improvement in the planning, organisation and administration of trade union education programmes, training centres, and similar institutions. Measures will therefore be taken to strengthen their managerial, teaching and research capabilities.

230.14. Activities covered by this subprogramme include a number of research projects and studies. These include: a study on how research and workers' education can assist trade unions to evolve effective responses to structural adjustment; a guide on the financing of workers' education programmes; and a study on how trade unions can press for the ratification of ILO instruments, including the Paid Educational Leave Convention, 1974 (No. 140), and the implementation of decisions such as the resolution concerning workers' access to education and the role of the ILO, adopted by the Conference in 1986. These activities will be carried out in close collaboration and major programme 50 (International labour standards and human rights); and with UNESCO wherever appropriate.

Workers' education for trade unions in southern Africa

230.15. Support will continue to be provided for the development of workers' education institutions and activities in favour of trade unions in southern Africa. This will take the form of: training instructors and programme administrators; preparing and disseminating study materials; providing fellowships and grants; and organising programmes on advanced education in specialised subjects. These activities will be carried out in close co-operation with workers' education centres and higher education institutions in Africa and elsewhere. Recent developments in southern Africa, including the coming to independence of Namibia, have emphasised the urgency of this work.

Workers' access to education

230.16. In view of the fundamental role played by the educational system in advancing social and economic development, and as a follow-up to the resolution adopted by the Conference in 1986, a seminar on workers' access to education will be held in the Asian and Pacific region during the biennium 1992-93. Taking account of the comments made by the Governing Body at its 234th Session (November 1986) concerning action to give effect to this resolution, the agenda of the meeting will include: action to be taken by trade unions to improve the existing formal education system; the role of trade unions in the development of additional types of non-formal education programmes; and the need to establish tripartite advisory bodies to find the most appropriate means to improve workers' access to education. The meeting will be organised in collaboration with UNESCO and will last one week. About 25 trade union representatives will be invited to participate. The conclusions of this meeting are expected to lead to the expansion of technical co-operation activities in this field and to the organisation of national seminars. This activity will form part of the ILO's contribution on the follow-up activities to the United Nations International Literacy Year (1990). The cost of the seminar will be met from RBTC resources.

Workers' education for social and economic participation

230.17. The objective of this subprogramme is to assist workers and trade union representatives to participate more effectively in decision-making at different levels. This involves: enhancing the capacity of workers' organisations to organise training and educational activities that strengthen the ability of their members to make effective use of their own resources and potential; promoting and developing trade union-controlled economic ventures, self-help schemes and welfare activities; and strengthening national and international co-operation among trade unions for such purposes.

Study materials and design of educational activities

230.18. Support will be provided for activities undertaken by workers' organisations to promote workers' participation in decision-making. This will take the form of training and the preparation of study materials, hand-outs, articles, slide kits and case studies. In addition, in collaboration with major programme 100 (Sectoral activities), a study will be made of the relevant conclusions adopted by ILO Industrial and analogous Committees. This will provide a basis for designing appropriate educational activities and advisory services for workers' organisations so that they can follow up the decisions taken by these meetings more effectively.

Links with trade union research units

230.19. Provision is also made under this subprogramme for keeping abreast of the research priorities and programmes of trade union organisations at the international, regional, national and sectoral levels in order to provide a link between the major technical programmes and trade union research units.

Manual on the dynamics of the labour market

230.20. The right to be associated with policy decisions concerning employment issues is demanded by workers as a means of promoting economically sound and socially viable development. National trade union centres as well as international workers' organisations in developing and industrialised countries have been strengthening their educational programmes in the field of employment policies to foster active participation by trade union representatives in employment related programmes. Their efforts have been supported by the ILO through advisory services, the dissemination of information, research, publications and technical co-operation projects. In the biennium 1992-93 a workers' education manual on the dynamics of the labour market will be published. The manual will be prepared in collaboration with major programme 60 (Employment and development) and will focus on the structure and functioning of the labour market. It will be used as study material and a teaching aid for training activities promoted by workers' organisations and by the ILO.

Institutional support for trade union services

230.21. Technical advisory services will be provided for trade unions and training institutions in order to assist workers' organisations to establish or develop social and economic services for their members. These services (sometimes referred to as the non-bargaining activities of trade unions) take various forms, including credit unions, medical assistance programmes, consumer co-operatives, transport co-operatives, housing schemes and insurance schemes. Technical assistance will include designing feasibility studies for some forms of trade union services and strengthening the marketing, financial or other operational aspects of ventures that have been established. Assistance will also include the training of trainers in the education of trade union members so that they can participate more actively in these services. Trade unionists will also be trained in employment policies and management techniques. Articles on this subject will be published in the *Labour Education Bulletin* and fellowships will be provided so that trade unionists can study successful trade union services. Where appropriate, trade union special services will be developed within the framework of technical co-operation projects. Priority will be given to providing these technical advisory services to the least developed and developing countries.

Trade union social and economic services

230.22. The world-wide economic crisis and its impact on regional and national economies has affected the ways in which trade unions protect the welfare and interests of their members. While collective bargaining continues to be the main means of protecting and improving incomes and working conditions, a growing number of trade unions are establishing self-help social and economic services for their members. A regional symposium will therefore be held in Latin America to discuss the problems encountered by workers' organisations in setting up special services programmes. The symposium will be attended by 25 trade union representatives and will last one week. It will be prepared in collaboration with major programme 100 (Sectoral activities) and particularly with programme 100.5 (Co-operatives).

General workers' education

230.23. The objective of this subprogramme is to provide workers' education services of a general nature. Thus it caters for all categories of workers and covers a wide range of subjects of concern to labour.

Workers' education manuals

230.24. Provision is made for the preparation of a study guide on the protection of workers' rights in multinational enterprises, export processing zones and joint ventures, which will cover: the ILO Tripartite

Declaration of Principles concerning Multinational Enterprises and Social Policy; follow-up procedures and guidance on the application and interpretation of existing provisions relating to export processing zones and joint ventures; and suggestions for further action by workers and their unions. Two workers' education manuals, bearing the titles *Economics* and Wages, will also be updated during the biennium.

Symposium on Workers' Education and the Environment

230.25. Increasing concern is now being directed at ways to protect and rehabilitate the environment in a manner consistent with the achievement of social and economic objectives, including the alleviation of poverty and unemployment. The Report of the Director-General to the 77th Session (1990) of the International Labour Conference, *Environment and the World of Work*, stressed the importance of "participation" in response to environmental problems at the national level. It also drew attention to the need for workers' organisations to play an active role in this connection. In particular, high priority should be given to the development of training programmes to assist anticipatory and preventive activities by trade unions; special efforts are needed to develop educational approaches integrating environmental issues within training activities related to other ILO programmes in an appropriate way; and suitable additional educational material needs to be developed taking account of the previous ILO Workers' education manuals *Man in his Working Environment*, 1979 and *Working Conditions and Environment*, 1983. In order to assist this work and encourage the exchange of information on trade union activities at the country level an ILO meeting will be organised. This meeting, a Symposium on Workers' Education and the Environment, will take place in Geneva for three days, with the participation of 25 persons nominated by workers' organisations ($70,000).

Assistance to trade unions in countries undergoing transition

230.26. Trade unions in countries undergoing rapid political, economic and social change are confronted with new challenges which require new approaches to the protection of workers' rights and interests. Workers' education can play an important role in the designing of trade union policy in many areas, including: responses to radical structural changes in industrial relations; the promotion of improved safety and health and environment programmes; strengthening the concept and practice of collective bargaining under the changed environment; wage determination; the operation of the labour market; workers' participation; and labour dispute settlement. Advisory services, study materials, publications and course topics will be adapted to local needs and efforts will be made to attract extra-budgetary resources to carry out comprehensive training projects. These activities will be implemented, where appropriate, in collaboration with major programmes 60 (Employment and development), 80 (Industrial relations and labour administration) and 90 (Working conditions and environment).

Fellowships and grants

230.27. Fellowships, grants and contributions continue to be an important means of action of this programme. Trade unions frequently recommend the organisation of study programmes in other countries as an effective way for officials to learn more about various possible trade union policies. This is particularly true for workers' representatives from developing countries, and from Central and Eastern European countries. Such programmes should also be supported by the provision of suitable training materials, the advisory services of ILO experts and local seminars and courses.

Other activities

230.28. Other activities covered by this programme will include the provision of technical advisory services, the organisation of study programmes in Geneva for trade union groups from both industrialised and developing countries and the continued publication of the *Labour Education Bulletin* four times a year in English, French and Spanish. Work will also be undertaken to encourage the development of links between workers' education and the labour research undertaken by educational and research institutions and trade unions. In addition, this programme covers the development and co-ordination of the activities of other technical major programmes relating to workers' education.

Workers' education in Central and Eastern Europe

230.29. There is a critical need for technical advisory services and training materials to support workers' education activities in Central and Eastern Europe. Workers' education materials, abstracts of workers' education manuals and teaching guides, particularly on industrial relations and international labour standards, will therefore be prepared, translated into the languages of these countries and reproduced.

Technical co-operation

230.30. It is expected that about $9.4 million in extra-budgetary resources will be available to cover technical co-operation activities under this programme. Priority will be given in the use of these resources to providing support for activities for special groups of workers, including rural women, youth and indigenous workers. Their active involvement in trade union activities will be promoted by means of workers' education. These resources will also be used to develop the following activities: the organisation of seminars, symposia and other similar events at national and inter-country levels on the development and improvement of workers' education institutions and centres; the provision of fellowships to teachers and administrators of trade union bodies; trade union training courses at the Turin Centre; lecture tours; and advisory missions and research assignments. Although the workers' education institutions concerned are mostly national in scope, these technical advisory services will also support trade unions and institutions at the regional level through the organisation of internships for the fellows, teachers and administrators of these institutions in similar establishments in other countries in the region. These activities will also focus on improving the capacity of trade unions, through workers' education, to assume an effective role in economic and social development programmes. Trade unions can participate more effectively in policy-making related to growth and development if they appreciate the working of the process and its benefits. Support will be provided for the formulation of projects, for the provision of technical and administrative support and for their evaluation.

230.31. In addition, an RBTC allocation of $3,020,580 will also be made available for activities to: support the workers' education activities of trade unions; provide technical advisory services; support the production of teaching aids; assist the preparation and production of study materials for trade unions; support a set of workers' education courses at the Turin Centre; assist ILO training activities at the regional, subregional and national levels, including those described under other subprogrammes; provide grants to rural workers' organisations; and, assist with workers' education actions undertaken in collaboration with other major programmes on a cost-sharing basis. As in the past, many of these resources will be devoted to responding to specific requests from workers' organisations.

Major Programme 230. Workers' Activities

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
230.1. BUREAU MANAGEMENT										
PROGRAMME MANAGEMENT AND SUPPORT	2/00	2/00	374,280	29,222	403,502	-	-	-	-	-
1992-93 TOTALS	**2/00**	**2/00**	**374,280**	**29,222**	**403,502**	-	-	-	-	-
1990-91 TOTALS	**2/00**	**2/00**	**374,280**	**29,222**	**403,502**	-	-	-	-	-
230.2. WORKERS' RELATIONS										
RELATIONS WITH WORKERS' ORGANISATIONS	7/04	4/00	967,776	78,074	1,045,850	-	-	-	-	-
SERVICE AND SUPPORT OF TECHNICAL CO-OPERATION	1/00	0/06	129,438	-	129,438	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	1/08	1/06	252,858	-	252,858	-	-	-	-	-
1992-93 TOTALS	**10/00**	**6/00**	**1,350,072**	**78,074**	**1,428,146**	-	-	-	-	-
1990-91 TOTALS	**10/00**	**6/00**	**1,350,072**	**78,074**	**1,428,146**	-	-	-	-	-
230.3. WORKERS' EDUCATION										
STRENGTHENING AND DEVELOPMENT OF ORGANISATIONS OF WORKERS IN THE RURAL SECTOR	4/06	-	457,164	57,365	514,529	1/11	-	194,718	-	194,718
DEVELOPMENT OF INSTITUTIONAL &TECHNICAL MEANS OF FURTHERING WORKERS' EDUCATION ACTIVITIES	2/05	-	245,514	121,465	366,979	-	-	-	-	-
WORKERS' EDUCATION FOR SOCIAL AND ECONOMIC PARTICIPATION	6/00	0/04	831,300	166,480	997,780	1/00	-	109,059	-	109,059
GENERAL WORKERS' EDUCATION	5/02	-	524,892	864,073	1,388,965	1/00	-	101,592	-	101,592
TECHNICAL CO-OPERATION	-	-	-	3,020,580	3,020,580	-	-	-	9,430,000	9,430,000
PROGRAMME MANAGEMENT AND SUPPORT	2/00	10/00	760,104	9,000	769,104	-	-	-	-	-
1992-93 TOTALS	**20/01**	**10/04**	**2,818,974**	**4,238,963**	**7,057,937**	**3/11**	-	**405,369**	**9,430,000**	**9,835,369**
1990-91 TOTALS	**20/07**	**10/00**	**2,845,268**	**4,206,997**	**7,052,265**	**4/02**	**1/00**	**478,992**	**8,304,288**	**8,783,280**

Major Programme 235. Public Information

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
235.1. PUBLIC INFORMATION										
PRESS AND LOCAL RELATIONS	9/11	5/11	1,336,965	424,061	1,761,026	-	-	-	-	-
REGIONAL INFORMATION SUPPORT	2/00	-	203,184	30,000	233,184	-	-	-	-	-
AUDIO-VISUAL INFORMATION	4/00	5/00	684,828	202,929	887,757	-	-	-	-	-
PUBLIC INFORMATION PUBLICATIONS	0/01	0/01	13,107	41,000	54,107	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	1/00	2/00	212,976	33,972	246,948	-	-	-	-	-
1992-93 TOTALS	**17/00**	**13/00**	**2,451,060**	**731,962**	**3,183,022**	-	-	-	-	-
1990-91 TOTALS	**20/00**	**13/00**	**2,815,548**	**921,683**	**3,737,231**	-	-	-	-	-

235.1. The purpose of this major programme is to make the aims, activities and achievements of the ILO better known and to create support, mainly through the mass media, for technical activities within the ILO's field of competence. More specifically its aims are: to create and develop informed opinion in governments, employers' and workers' organisations, non-governmental organisations and among individuals in support of the Organisation; to encourage constituents to make more use of the Organisation; to disseminate the decisions of the Conference, Governing Body and other meetings as widely as possible; and to advise the Office on coverage of the ILO and labour-related issues in the mass media throughout the world.

235.2. As in past biennia, the programme of work covers the whole spectrum of public information activities and includes press relations, regional information activities, publications, radio and visual images, within the limits of the resources available. Visual information will continue to include a modest video component which is to be developed through access to United Nations and WHO studio facilities.

235.3. The staff resources for this major programme are reduced by 3/00 Professional work-years in comparison with the biennium 1990-91. This reduction results mainly from the transfer of the Russian-language press officer post to the Moscow Branch Office, which will become responsible for the translation, preparation and printing of *ILO Information* in Russian. Other economies amount to 1/00 Professional work-year and some $250,000 in other staff costs and non-staff costs, mainly comprising printing credits and public information supplies.

Press and local relations

235.4. This subprogramme covers the most important ongoing function of the major programme. It provides for: press releases on ILO activities, which are distributed selectively, in various languages, to the mass media, to trade union and employer periodicals, technical journals, interested organisations and individuals; contacts with key editors and industrial correspondents to encourage accurate and favourable reporting of ILO activities; assistance to the media at the annual sessions of the Conference and at other ILO meetings; responses to requests for information about the ILO from outside organisations; and analysis of press coverage of ILO activities.

ILO Information

235.5. Provision is made for the production and dissemination of the magazine *ILO Information*. This news and features publication, with its network of various editions, is the principal vehicle for regular communication with ILO constituents and provides materials suitable for distribution through print and electronic media, including periodicals, business and trade union journals and the publications of government and non-government agencies. Individual articles and off-prints are distributed selectively to increase impact. During the biennium 1992-93, ten issues will be produced at headquarters in five language editions (English, French, Spanish and German as well as a separate North American edition). Ten issues will be produced in Rome in Italian. Eight issues each in Danish, Finnish, Norwegian and Swedish will be produced in Copenhagen and Helsinki. There will be an increase in the material published in Czech in Prague as a supplement to a magazine on social affairs that appears 22 times during the biennium. Eight issues will be published in Hungarian in Budapest in the form of a supplement to a national publication. Ten issues will be published in Serbo-Croat by the National Occupational Safety and Health Association. Ten issues will also be published in Russian in Moscow, as a result of transferring the post of the Russian-language press officer to the Moscow Branch Office. The Chinese edition, launched in 1990 in co-operation with the Chinese Ministry of Labour, will continue with ten issues. For the Japanese and Urdu editions, published by the ILO Offices in Tokyo and Islamabad, the Bureau of Public Information will continue to provide copy, co-ordination of editorial policy and production guidance. Provision for the Arabic edition of *ILO Information* is made under major programme 265 (Field programmes in the Arab States) and provision for *Focus on Africa*, the supplement to *ILO Information*, under major programme 250 (Field programmes in Africa).

The World of Labour and Development

235.6. Provision is made for the maintenance of *The World of Labour and Development* feature service, which is an efficient system for disseminating material to international, regional and national news and wire agencies, and radio and TV stations as well as selected mass circulation newspapers and publications by ILO constituents. The service produces feature information related to ILO activities that can be readily adapted for use in the different media. Eight issues per biennium will be published in Geneva in four languages (English, French, Spanish and German) and special regional editions will be prepared as appropriate.

Regional information support

235.7. The distribution of articles specially prepared for dissemination by ILO field offices continues to be highly effective and these articles are frequently carried by leading newpapers in all regions. Seventy such articles will be produced during the biennium. Information on ILO operational activities will be distributed to publications produced by constituents and to the mass media.

235.8. Continued coverage will be given to apartheid-related issues in the field of labour and to ILO studies and activities related to apartheid.

Audio-visual information

235.9. Eight video reportages will be produced from accumulated video footage on labour questions to illustrate the ILO's current activities. These video films are intended for the mass media and will be produced using studio and editing facilities rented from the United Nations and the WHO. Provision is also made for updating and copying the ILO basic film. Regular monthly taped radio programmes on ILO activities will continue to be produced in English, French and Spanish as well as short bulletins for inclusion in UN broadcasts, mainly during the International Labour Conference. Illustrations will continue to be provided for ILO publications and the photo library will be maintained. Several video animations of still photographs in the picture library will be produced for use in connection with meetings and for public information purposes.

Public information publications

235.10. Provision is made for a modest reprinting of an updated version of the basic booklet *The ILO and the World of Work* in English, French, Spanish or German as required. An updated edition of the general leaflet, *The International Labour Organisation*, will be printed in 19 languages.

Major Programme 240. Liaison Office with United Nations, New York

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
240.1. LIAISON OFFICE WITH UNITED NATIONS, NEW YORK										
RELATIONS AND REPRESENTATION	2/07	4/03	498,700	82,000	580,700	-	-	-	-	-
COLLECTION AND ANALYSIS OF INFORMATION	0/10	3/08	266,930	72,840	339,770	-	-	-	-	-
FINANCE, PERSONNEL AND ADMINISTRATION	0/07	2/01	156,850	485,000	641,850	-	-	-	-	-
1992-93 TOTALS	**4/00**	**10/00**	**922,480**	**639,840**	**1,562,320**	-	-	-	-	-
1990-91 TOTALS	**4/00**	**10/00**	**922,480**	**654,240**	**1,576,720**	-	-	-	-	-

240.1. This major programme provides for the maintenance of close liaison with the principal organs of the United Nations and other UN bodies in New York in order to keep ILO headquarters promptly and continuously informed of developments likely to influence ILO activities, while ensuring that ILO policies, experience and interests are duly taken into account by the appropriate United Nations bodies. The Liaison Office is responsible for the representation of the ILO at UN meetings in New York, consultations with the UN secretariat and with national delegations, and informing ILO headquarters of United Nations activities.

240.2. The mission and external collaboration resources for this major programme are reduced by $14,400 following a rationalisation of the work related to the coverage of specialised meetings at the United Nations and public information. As in the past, the resources for staff travel will be used to enable specialised staff from headquarters to assist the Liaison Office in covering meetings at the United Nations, primarily during the General Assembly. The public information work of this major programme will continue to be covered through external collaboration resources. All other resource provisions are maintained at the same level as in the biennium 1990-91.

Introduction to the Regional Major Programmes

1. This part of the Programme and Budget includes proposals for ILO activities in Africa, the Americas, the Arab States, Asia and the Pacific, and Europe.

2. The common objectives for ILO action in each region are:

- the promotion of international labour standards as a means to improve working conditions and as an end in assuring basic human rights;
- the promotion of productive employment in rural and urban areas;
- the promotion of equality of opportunity and treatment in employment for men and women;
- the improvement of working conditions and the working environment;
- the strengthening of labour administrations, employers' and workers' organisations and the promotion of tripartism; and
- the extension of social protection to unprotected groups.

3. The weight to be attached to each of these objectives will vary according to the nature and gravity of the problems in each region. Moreover, in each region these objectives will be supplemented by others reflecting the needs of particular countries. Thus issues such as the social consequences of structural adjustment, the problem of vocational rehabilitation, the strengthening of employment services, vocational training and the development of small enterprises will be accorded greater or lesser importance in ILO activities in each region depending on prevailing social and economic situations.

4. The promotion of international labour standards will be given greater emphasis in the 1992-93 biennium. Assistance to member States in achieving conditions permitting the ratification of Conventions and their effective application will be given increasing prominence in ILO technical co-operation. More specifically, work on labour standards will be designed: to promote increased awareness of the role and value of international labour standards in formulating national labour and social policies; to enhance the capacity of governments and employers' and workers' organisations to participate more actively in the preparation and adoption of standards, and their application; and to strengthen the links between international labour standards and technical co-operation programmes.

5. In the developing regions with the greatest volume of technical co-operation, Africa, the Americas and Asia, it has become clear that regional management of technical operations needs strengthening. The need arises because of the volume and increasing complexity of these operations and the need for a better co-ordination of the work of technical staff located in the region with headquarters' staff. Moreover, it is necessary to strengthen regional capacity for in-depth analyses of country needs in order to meet the anticipated increase in requests for ILO programme support to the development of UNDP-financed technical co-operation. It is therefore proposed to establish a second deputy director post with responsibility for regional technical programmes in each of these regions. This will permit a more coherent division of labour between technical and administrative work in the regional offices and permit the other deputy director and the regional director to devote more time to management, long-term planning and relations with constituents.

6. The planning of ILO activities in the regions is a joint responsibility of headquarters' technical programmes and regional departments, in the form of regional advisers and regional centres. The implementation of activities within regions is the responsibility of the regional offices with advice and assistance from headquarters' programmes. The extent of this assistance will depend on the technical capacity and the availability of resources, of the concerned units at headquarters and in the regional departments. Through formal and informal means the programming system of the Office attempts to ensure the greatest possible coherence between the Organisation's global priorities and regional and country priorities. The present proposals for the regional major programmes have been developed in close collaboration between headquarters and the regions.

7. One of the elements making for coherence in developing and implementing ILO programmes is the common infrastructure and means of action in each region. Resources for this infrastructure vary in accordance with the volume of activities in each region, as does the organisational structure. Common features in the activities of each region are described below:

Regional management

This programme provides for the regional director and, where appropriate, his deputy or deputies, secretarial staff and travel. The principal functions of the regional director are to: promote ILO policies and activities in accordance with the needs of the region; manage all ILO activities in the region; and advise on ILO global programme policies and internal management policies.

Regional technical programmes

The main activities of the regional centres and regional advisers are: the identification, design and implementation of regular or extra-budgetary technical co-operation activities and projects; technical advisory services to assist governments and employers' and workers' organisations in their specific fields of competence; the organisation of technical meetings and seminars; the promotion of international labour standards; and the collection and dissemination of technical information. In all these activities, close working relations will be maintained with governments and employers' and workers' organisations, and with the UNDP, other UN agencies and specialised regional and subregional technical institutions. Regional centres and regional advisers will closely liaise with their respective technical units at headquarters with a view to ensuring that the ILO's technical programmes conform to policy.

Technical co-operation

This covers activities of a project nature providing direct assistance to ILO constituents. Sources of funding for these projects are principally the UNDP, development banks, multi-bi donors, trust funds and RBTC. The planning, monitoring and evaluation of projects are shared responsibilities among headquarters, regional offices, regional centres and area offices. The principal responsibilities for these tasks are assigned as follows:

- the development of new forms of technical co-operation or new approaches is a headquarters responsibility carried out in collaboration with the regions;
- for national or subregional projects, ILO office directors are responsible for project planning, implementation and evaluation although for these tasks they normally must call upon assistance from regional offices, regional centres and headquarters;
- for regional projects the directors of these projects perform these same functions in consultation with, and with assistance from, regional offices and headquarters.

The essential role of regional offices for technical co-operation activities is to provide necessary guidelines and instructions and overall support to the work of area offices and regional projects, ensure adherence to ILO policies and coherence of approach within the region in meeting the needs of member States.

The essential role of headquarters is also one of support but in addition it ensures quality control of projects and relations with donors, provides central, financial and administrative control and support, prepares technical materials for projects and sets criteria for, and supervises evaluation of projects.

Relations, service and support

This programme includes all the services required to ensure that ILO activities in the region are properly planned, implemented and followed-up and that information about these activities is appropriately disseminated. Its functions include those of relations, administration, programming, evaluation and public information.

Relations and public information

The aim of the relations and public information subprogramme is to ensure, in co-operation with major programme 235 (Public information), the dissemination of information on major ILO activities by maintaining relations with press services and other media in the region and by preparing press releases. Specific activities will include the analysis and dissemination of information on political, economic and social issues and trends, the distribution of information on ILO operational activities in the region and the issuing of periodic newsletters.

Regional programming

This subprogramme is responsible for the overall analysis of economic and social trends in the region in the light of their implications for ILO programmes and technical co-operation activities. Activities include the co-ordination of the collection of information and the preparation of the analyses and reports required for the planning, supervision and evaluation of regular programme activities and of the ILO technical co-operation programme in the region. More particularly, it covers the preparation of Programme and Budget proposals, programme implementation reports, regional contributions to the ILO Medium-Term Plan, reports on technical co-operation activities and trends, and ad hoc position papers requested by headquarters. It also keeps under constant review the priorities of the major programme and is responsible for liaison with headquarters departments concerning information on the needs of the region as identified by regional advisers, regional centres and ILO offices. It also advises the directors of ILO offices and the regional centres on policies and strategies to improve the delivery of technical co-operation and to promote project development and ensure appropriate evaluation. The subprogramme will maintain and update the regional database on technical co-operation in order to be able to provide adequate support services to both regional advisers and ILO offices. The co-ordination of preparation for meetings and the administration of fellowships within the region is also covered by this subprogramme.

Library and documentation

This subprogramme covers the regional library, including the acquisition, classification, cataloguing and indexing of library materials. Its activities include the systematic collection and selection of information on matters relating to ILO activities in the region, and the maintenance of relations, as well as an exchange of documentation, with specialised libraries in the region. It also normally covers the sale of ILO publications.

Personnel, finance and administration

This subprogramme provides for all administrative services in the regional office, including personnel, finance and general administration. It also supports and supervises the financial and administrative functions of all area offices, regional centres and technical co-operation projects. It is also responsible for the accounting control and computer entry of the imprest reports for ILO offices and regional projects and UNDP inter-agency office vouchers.

Network of ILO offices

The aim of this programme is to serve ILO constituents in the region as effectively as possible and to improve ILO knowledge and awareness of the problems and needs of the member States by maintaining close contacts on a regular basis with governments, employers and workers and with the UNDP Resident Co-ordinators responsible for the UN system's development activities in each country. The network of offices will continue to play an essential role in the development, promotion and implementation of technical co-operation activities in the countries under their direct responsibility, in the promotion of international labour standards and in the dissemination of information on the ILO's technical and institutional competence. It maintains working relations with funding agencies and donors so as to enhance the quality and quantity of ILO technical co-operation activities. Field offices are moreover responsible for co-ordinating sectoral activities carried out in their respective subregions or countries by technical departments at headquarters and for the provision of updated information on national economic, social and political conditions to the ILO units concerned. In addition to technical co-operation, monitoring and support, ILO offices maintain close relations with regional bodies of the UN and with numerous intergovernmental and non-governmental organisations.

8. The texts of the Programme and Budget proposals which follow have taken due account of the decisions and conclusions of the policy-making organs of the Office. They describe the main problems which the proposed activities will address, the distribution of resources by field of activity with indications of their projected outputs and the policy and administrative infrastructure needed to support those activities.

Major Programme 250. Field Programmes in Africa

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFES-SIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RE-SOURCES
250.01	REGIONAL MANAGEMENT	2/00	3/00	429,386	151,714	581,100
250.02	REGIONAL TECHNICAL PROGRAMMES	68/00	20/00	7,275,756	6,948,110	14,223,866
250.03	RELATIONS, SERVICE AND SUPPORT	11/09	51/00	2,398,573	789,661	3,188,234
250.04	NETWORK OF OFFICES	34/00	154/00	5,761,128	1,766,200	7,527,328
1992-93	**TOTALS**					
	REGULAR BUDGET	115/09	228/00	15,864,843	9,655,685	25,520,528
	OTHER SOURCES	13/00	29/00	1,859,408	54,250	1,913,658
1990-91	**TOTALS**					
	REGULAR BUDGET	105/09	197/06	15,196,071	9,303,215	24,499,286
	OTHER SOURCES	12/03	13/06	1,446,742	39,700	1,486,442

250.1. The main objective of this major programme is to ensure that ILO activities in Africa are developed and carried out in accordance with the needs and wishes of the member States in the region, as set out in the Programme of Action of the ILO for Africa adopted by the Conference in 1985, and the conclusions and resolutions of the successive regional conferences, including those adopted by the Seventh African Regional Conference (Harare, November-December 1988).

250.2. In view of the continuing economic and social crisis in Africa, the objectives of the major programme in 1992-93 will be to promote sustainable growth and employment and to alleviate poverty in the region. In addition to the objectives common to all regions, emphasis will be placed on:

- the promotion of employment in rural areas through agricultural and non-farm activities, and the integration of underprivileged groups such as refugees, displaced persons, and migrant workers in the rural development process;
- the promotion of policies that take due account of the social dimensions of structural adjustment programmes, and especially their impact on employment and poverty;
- human resource development, especially in the rural areas and in the urban informal sector, by means of appropriate training policies and the corresponding vocational training programmes for workers;
- the promotion of small and medium-sized enterprises and the handicraft industries through management development programmes; and
- the promotion of popular participation, particularly of women and young people, in the development of local communities.

250.3. Provision has been made under this major programme for: the development and management of all ILO activities in the region; the provision of technical advice and technical co-operation; the collection, analysis and dissemination of information on economic and social conditions in these countries; the dissemination of information on the ILO; the maintenance of relations with government agencies, employers' and workers' and other organisations; and collaboration with UNDP resident representatives, the Organisation of African Unity (OAU), the UN Economic Commission for Africa (ECA), the African Development Bank (ADB), the Pan-African Employers' Confederation, the Organisation of African Trade Union Unity (OATUU) and other United Nations and regional governmental and non-governmental organisations. Through its offices in Dar-es-Salaam and Lusaka, the ILO will continue its activities to support the national liberation movements of South Africa, taking into account the conclusions of the UN Special Conference on Apartheid and the Declaration adopted by the Conference in 1958.

250.4. These activities will be carried out with a network of offices consisting of the Regional Office in Abidjan, ten ILO offices, 27 regional advisers, and five regional centres (two for employment, one for training and two for labour administration).

250.5. Regular budget resources for this major programme will amount to $25,520,528 for the biennium, which represents an increase in real terms of some $1,021,000 as compared with the biennium 1990-91. This increase includes an additional provision of 8/00 Professional work-years under programme 250.2 (Regional technical programmes), which will cover the establishment of: two regional adviser positions in the fields of international labour standards and employment; a special adviser for

Namibia; a second position of deputy director to strengthen the management of the technical programmes in the region and one local secretarial position; and an increase in mission credits associated with the establishment of these Professional positions. The RBTC resources of this region are to be increased by some $252,000. Under programme 250.3 (Relations, service and support) an additional 2/00 Professional work-years are provided for the establishment of a senior regional programming officer position, and an increase in local General Service staff resources of 16/06 work-years corresponding to the strengthening of the regional office through the establishment of eight local General Service positions. Under programme 250.4 (Network of offices) resources in work-years have been increased to make provision for six additional local General Service positions. The special resources previously provided for ILO participation in social and economic development programmes amounting to $670,000 have been integrated into the programme of activities for the major programme as a whole. The increase of $1,021,000 mentioned above is a net increase.

250.6. Expected resources from programme support income are increased by some $427,000 to $1,914,000. This increase, which is associated with the increasing volume of technical co-operation delivery in Africa, will be used to finance a new Professional programming officer position, five local General Service positions in the Regional Office in Abidjan and three local General Service positions in the network of offices in order to provide increased support for technical co-operation activities.

250.7. Many of the activities of the regional major programmes are common to all the regions. In order to avoid undue repetition, these are summarised in the Introduction to the Regional Major Programmes.

250.1. Regional management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	3/00
NON-STAFF COSTS EXCLUDING RBTC	$151,714
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$581,100**
OTHER SOURCES	-

250.8. Provision is made under this programme for the general management and co-ordination of all activities carried out under this major programme. Provision is also made for the Assistant Director-General in charge of ILO activities in the region, secretarial support and mission credits.

250.2. Regional technical programmes

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	68/00
GENERAL SERVICE WORK-YEARS	20/00
NON-STAFF COSTS EXCLUDING RBTC	$1,103,300
RB TECHNICAL CO-OPERATION (RBTC)	$5,844,810
TOTAL	**$14,223,866**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	1/00
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	$18,700
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$120,292**
TECHNICAL CO-OPERATION	-

250.9. Provision is made under this programme to cover the new deputy director's post with responsibility for technical programmes. The resources provided under the Social and economic development subprogramme in the biennium 1990-91 have been transferred to the International labour standards and Employment and development subprogrammes, resulting in an increase of 2/00 Professional work-years for advisory services under each of these subprogrammes in order to emphasise the complementarity between international labour standards and technical co-operation and to reinforce activities in the field of special public works programmes for French-speaking countries.

250.10. Provision is made for 27 regional advisers funded from the regular budget and 1/00 Professional work-year for ad hoc advisory services funded from programme support income. The regional advisers will be distributed by technical field as follows: international labour standards (2); employment (2); training (8); tripartism (8); conditions of work and social protection (3); co-operatives development (2); women's questions (1); and labour statistics (1).

International labour standards

250.11. The objective of this subprogramme is to increase awareness of international labour standards and to promote the wider observance of these standards within the region. A further objective is to encourage fuller participation in the elaboration of new standards and the revision of existing standards and to promote awareness of the human rights questions falling within the ILO's mandate. Emphasis will be placed on the complementarity between technical co-operation activities and international labour standards.

250.12. Two advisers (one for English-speaking and the other for French-speaking countries) will advise governments on the preparation of replies to questionnaires concerning international labour standards. They will also be available to explain the purpose of the comments made by the ILO supervisory bodies and to advise on measures that might be taken to comply with the requirements of these bodies, including the amendment of legislation. Advice will be given to governments on the submission of Conventions and Recommendations to the competent national authorities and on the training of officials responsible for the preparation of reports on the application of Conventions and Recommendations. In addition, they will maintain close working relations with other regional advisers in order to assist in the development of technical co-operation activities which support and complement the application of international labour standards. All these activities will be carried out in close collaboration with major programme 50 (International labour standards and human rights).

ILO participation in activities in favour of Namibia

250.13. The resolution concerning assistance to Namibia adopted by the Conference in 1990 requested the Director-General to make resources available for the implementation of a programme of activities in a wide range of fields of concern to the ILO. RBTC resources totalling $300,000 are to be made available for ILO activities in Namibia. Provision is also made for the establishment of a Professional position based in UNDP Windhoek, to assist the planning and co-ordination of these activities, and others financed from extra-budgetary sources.

Employment and development

250.14. The objective of this subprogramme is employment creation and the alleviation of poverty. The main responsibility for activities in this field lies with the Jobs and Skills Programme for Africa (JASPA) and the Southern African Team for Employment Promotion (SATEP), which collaborate closely with major programmes 60 (Employment and development) and 70 (Training). Their activities will focus on providing assistance to member States in the design and implementation of their own employment promotion programmes. Activities in this field will also take account of the special problems of refugees, displaced persons and migrant workers, especially in southern Africa. The posts of director of both JASPA and SATEP will be financed from the regular budget.

The Jobs and Skills Programme for Africa (JASPA)

250.15. The objectives of the Jobs and Skills Programme for Africa (JASPA) are to assist countries and subregional organisations in Africa to identify and implement programmes aimed at: maximising productive and freely chosen employment; reducing unemployment and underemployment and combating poverty; improving the distribution of income; and ensuring the satisfaction of basic needs.

250.16. In order to achieve these objectives, the activities to be carried out in the biennium 1992-93 will focus on: identifying macro-economic policies to alleviate difficulties emanating from structural adjustment and for the promotion of productive employment; improving methods and techniques of employment and manpower planning and strengthening institutional arrangements for the integration of manpower and employment objectives into national economic plans; and developing policies, programmes and projects which favour small and micro-enterprises especially in the urban informal sector and in the rural non-farm sector. Priority will also be given to the organisation of training programmes in the form of regional, subregional and national seminars to enhance the capabilities of manpower and employment planning organs. Five or six employment advisory missions will be undertaken during the biennium in response to requests for assistance in the elaboration of employment promotion policies.

250.17. In addition, research will be carried out on the impact of structural adjustment programmes on the growing problem of unemployment among higher education graduates in Africa and on the issue of how to determine an "efficiency" or incentive wage to increase productivity and morale in the public sector. JASPA will also increase its technical advisory services to certain groups of countries in the region in support of economic integration. These services will be aimed at promoting the harmonisation of labour market policies, such as wage policy, training policy and labour legislation. Assistance will be provided to the UNDP for the development of more effective guide-lines to support economic integration in Africa.

250.18. During the 1992-93 biennium, JASPA will build on its past activities to promote the development of the informal sector. This work will include six country case studies of the impact of existing institutions, legislation and policies on the development of the sector. Emphasis will be placed on the development of more effective and comprehensive packages of assistance to informal sector entrepreneurs.

250.19. A healthy small-scale agricultural sector combined with other rural activities will play a crucial role in economic recovery and development throughout the region. Drawing on its work on the rural non-farm sector and the urban informal sector, JASPA advisory work in 1992-93 will therefore emphasise the development of small-scale enterprises in the rural sector in general and in the non-farm sector in particular. Six national case studies will also be undertaken to examine how better pricing policies, increased investment and a liberalisation of the markets and distribution channels for agricultural products and inputs are linked to improvements in agricultural productivity, employment growth, the alleviation of rural poverty and improved income distribution within the rural sector, and rural-urban migration.

250.20. JASPA activities in the fields of employment and manpower planning and labour market information will continue to focus on: improving employment planning and labour market information systems; and strengthening institutional arrangements for the integration of manpower and employment objectives into national economic plans and programmes. Particular emphasis will be placed on research on how African countries are adapting their employment and manpower planning and labour market information systems to the requirements of structural adjustment.

250.21. A major focus of JASPA activities will be to strengthen the employment policy analysis skills of government officials and of the African research and university community. JASPA's programme of training and meetings will include the third meeting of African employment planners in 1992 and a regional training workshop in 1993. JASPA will also contribute to the training programmes of ARLAC and CRADAT and the United Nations African Institute for Economic Development and Planning (IDEP) in Dakar. It will continue its collaboration with major programme 130 (International Institute for Labour Studies) in the establishment of an African network of researchers in labour market analysis.

Southern African Team for Employment Promotion (SATEP)

250.22. The Southern African Team for Employment Promotion (SATEP) in Harare will continue to assist southern African countries and liberation movements to design and implement policies and programmes for employment promotion and the satisfaction of basic needs. Its activities will be designed to: assist the countries of the subregion to reduce their economic dependence on South Africa, particularly in terms of migrant workers; strengthen the capacity within the subregion for effective employment creation and human resource development planning; assist in the design and implementation of employment creation policies, programmes and projects; and promote the exchange of knowledge and experience on employment and development issues.

250.23. Recent events in the subregion, including independence in Namibia, the increasing prospects of peace in Angola and Mozambique and the progress towards a peaceful and negotiated settlement in South Africa, combined with the increasing preoccupation with structural adjustment and the declining per capita incomes in many countries in Southern Africa, have resulted in an increase in the demand for the services of SATEP. Moreover, the Southern African Labour Commission (SALC) has now become a tripartite body, thereby increasing both the need and the opportunities for promoting tripartite dialogue and workers' education. SATEP is currently initiating co-operation with universities and development research institutions in the subregion to explore means of co-operating in policy-oriented research and curriculum development in relation to employment issues, particularly for the informal sector and vulnerable groups such as women, youth and migrant workers.

250.24. In the biennium 1992-93, SATEP will continue to undertake work to assess the dimensions, nature and causes of unemployment and underemployment in southern Africa. This work will include: updated annual reports on the employment situation and government employment promotion programmes; a study on employment promotion for school leavers and youth; and a study on the employment and social implications of structural adjustment in Malawi, Zambia and Zimbabwe. Other activities carried out by SATEP will concentrate on employment creation in the rural sector, particularly in Angola, Mozambique and Namibia. In this work, emphasis will be placed on small-holder agriculture and rural non-farm activities, particularly as regards labour utilisation, mobility and skill acquisition. SATEP will also prepare proposals on the development of the informal sector in a number of southern African countries and will carry out investigative studies and provide advisory services concerning employment generation in small-scale industries, including small-scale mining operations.

250.25. SATEP will continue the programme of seminars and workshops on a variety of subjects related to employment and development and will help member States in the subregion to strengthen institutions dealing with employment and manpower planning, or to establish them where none exist. A manual will be produced for use in the provision of training in basic employment and manpower techniques and a joint ANC/ILO study will be undertaken of the skill profiles of Black South Africans with the aim of facilitating the integration of the Black population into economic and social activities hitherto closed to them. SATEP will also carry out a study of the role of the trade union movement in the formulation of economic development and employment policies and will provide assistance to trade union research officers on the application of research techniques to labour matters.

Employment-intensive works programmes

250.26. Provision is made under this Employment and development subprogramme for two regional advisers relating to special public works, the second being a new one to deal with French-speaking African countries. The activities of the two advisers will include assistance to governments to enhance the capacity of national institutions to design, plan and implement employment-intensive rural works programmes; assistance to special public works programmes (SPWPs) for target groups; and the provision of training to improve the technical capabilities of workers in SPWPs.

Training

250.27. The objective of this subprogramme is to contribute to the economic and social development of the countries in the region through the provision of vocational and management training. To achieve this goal, assistance will be given to member States in the design of national and sectoral training policies. A primary task will be the development of the administrative and technical infrastructure needed to promote equality of opportunity in training, increase training opportunities and improve the effectiveness of training systems. Emphasis will also be placed on assisting special groups within the population to develop their skills. These special target groups will include women, young workers, displaced persons, migrant workers and refugees (including persons associated with national liberation movements). The activities of this subprogramme will be carried out in co-operation with major programmes 70 (Training) and 75 (Turin Centre).

250.28. Most of the ILO's training activities in Africa will continue to be financed primarily from extra-budgetary sources. Regular budget funds will be used principally to finance planning, technical support and overall management. The programme of activities will be co-ordinated with the work done by existing national and regional training centres and with technical assistance projects to member States.

Inter-African Centre for the Development of Vocational Training (CIADFOR)

250.29. The primary objective of the Inter-African Centre for the Development of Vocational Training (CIADFOR) in Abidjan is to promote technical co-operation among developing countries (TCDC) in the field of vocational training and to encourage the exchange of experience through co-operation with the Turin Centre and with similar regional centres such as APSDEP in Asia and CINTERFOR in the Americas. CIADFOR will endeavour to increase the capacity of member States to plan, develop and implement vocational training policies, programmes and systems. It will carry out the programme adopted by its Technical Committee, which covers the following fields: vocational training policies and programmes; the organisation and management of vocational training; the participation of employers' and workers' organisations in the formulation of training policies and programmes; training methods and materials; the training of trainers; rural vocational training; vocational training for small enterprises; vocational training for disadvantaged groups; sectoral vocational training; and information and documentation. CIADFOR will continue to organise workshops and seminars for policy-makers on specific subjects, produce training materials and develop guide-lines for the use of the social partners. With regard to information and documentation, CIADFOR will continue to work together with the other regional training centres, the Turin Centre and headquarters. The extension of CIADFOR's activities to the English- and Portuguese-speaking countries of the region, which was initiated in the biennium 1990-91, will be continued, and the post of director of the Centre will continue to be financed from the regular budget.

Vocational training

250.30. In the work of the four regional advisers in this field priority will be given to the promotion of opportunities for skill development, particularly in rural areas. The results of past work on rural vocational training will be implemented through technical advisory work on the planning and strengthening of national systems. The other activities will also aim at improving the access of workers in the informal sector to modern training facilities and adapting training programmes to the needs of the informal sector. In the formal sector, emphasis will be given to training for non-farm occupations which support food production and food distribution, such as the repair and maintenance of water supply, transport and construction equipment.

Management development

250.31. The four management development regional advisers will seek to updgrade the existing management development institutions and programmes and strengthen co-operation between them; improve management capabilities in priority areas of the economy such as construction, road and railway transport and food distribution, and rural development; improve the managerial capabilities of public enterprises; improve productivity; and enhance the managerial performance of supervisors in general. Special attention will be given to the development of small and medium-scale enterprises, with particular emphasis on small-scale enterprises that create employment for refugees. ILO action in Africa will also be aimed at providing governments with expertise in the management of energy and water supplies and other local resources.

Tripartism

250.32. The objective of this subprogramme is to promote tripartism in member States of the region. This involves increasing the efficiency of ministries and departments responsible for labour questions and enhancing the capacity of employers' and workers' organisations to defend their members' interests, contribute to the development of their countries and promote sound labour-management relations. The activities covered by this subprogramme will be undertaken by the regional centres for labour administration (ARLAC and CRADAT) and by the regional advisers on labour legislation, labour relations and labour administration and the advisers on employers' and workers' activities. These activities will be conducted in close collaboration with major programmes 80 (Industrial relations and labour administration), 225 (Employers' activities) and 230 (Workers' activities).

African Regional Labour Administration Centre (ARLAC) and African Regional Centre for Labour Administration (CRADAT)

250.33. The two African regional centres for labour administration (ARLAC in Harare for English-speaking countries and CRADAT in Yaounde for French-speaking countries), the directors of which will continue to be financed from the regular budget, will cover labour administration and labour inspection. The objectives of ARLAC are to strengthen the capabilities of labour administration in member States through staff training, research and publications at both the regional and national levels, the provision of short-term consultancy and advisory services and the promotion of technical co-operation.

ARLAC will continue to organise basic courses and skills improvement courses for junior labour officers, labour inspectors, officials of employment services, factory inspectors, industrial relations officers, experienced labour officers and officials responsible for training. In addition, it will participate in the organisation of national seminars to train officials in labour administration. ARLAC will co-operate closely with the regional adviser on labour legislation, labour relations and labour administration in courses conducted at both the regional and national levels.

250.34. The objectives of CRADAT are: to provide basic training and to improve the training and skills of middle- and higher-level labour administration officials and the officials of social security funds in its member States; to assist member States to strengthen their labour administration systems and to provide the necessary training in that field; to promote technical co-operation and TCDC; to undertake research; to publish documents; and to develop, update and adapt training materials for the training of labour administration officers. CRADAT will continue to organise basic labour inspection courses in addition to specialised courses in fields such as social security, the training of trainers, occupational safety and health, and employment services. The regional adviser on labour legislation, labour relations and labour administration will co-operate closely in the organisation and conduct of these courses.

Labour legislation, labour relations and labour administration

250.35. ILO activities concerning labour law and labour relations in Africa will continue to be focused on industrialisation and worker participation. The first objective of these activities is the adoption by African countries of labour relations systems and procedures consistent with their national development policies and goals and their social and cultural environment, which at the same time respect ILO standards and principles. The second objective is the extension, where appropriate, of procedures and practices from the formal sector to small enterprises and the informal sector. The two regional advisers on labour legislation, labour relations and labour administration (one for French-speaking and the other for English-speaking African countries) will assist governments to prepare projects financed from RBTC or extra-budgetary resources. They will provide advice to member States as required and represent the ILO at regional and subregional meetings dealing with questions relating to their fields of competence. They will also lecture at ARLAC and CRADAT training courses.

Employers' activities

250.36. The regional advisers on employers' activities (one for French-speaking and the other for English-speaking African countries) will provide advice to employers' organisations on issues identified by these organisations. They will promote and assist in the establishment of employers' organisations in countries where such organisations do not exist, and will hold national, subregional and regional seminars to train officials working in employers' organisations.

Workers' activities

250.37. The regional advisers on workers' activities (two for French-speaking and two for English-speaking African countries) will provide assistance to trade unions in the preparation of projects to be funded by RBTC or other sources. They will advise trade unions on questions relating to their activities, train trainers for workers' education institutions, organise national and subregional seminars on subjects of interest to trade unions and trade unionists, and participate in the workers' education courses in the region organised by the Turin Centre.

Conditions of work and social protection

250.38. The objectives of the subprogramme are to increase the capacity of member States in the region to improve working conditions and the environment and to promote, develop and reorganise social security schemes and manage them efficiently. Assistance and advice will be provided to member States upon request in the fields of occupational safety and health, conditions of work and social security.

Working conditions and environment

250.39. Emphasis will be placed, in the field of working conditions and environment, on promoting occupational safety and health in order to reduce the incidence of occupational accidents and work-related diseases in member States. Activities will therefore be focused on improving the working environment and ergonomics, improving information collection systems on safety and health and promoting the dissemination of the information obtained through these systems. The regional adviser on working conditions and environment will continue to assist in the identification of needs and will make proposals for technical co-operation activities to assist member States. Where needs have already been identified and proposals formulated, follow-up activities will be undertaken during the initial stages of technical co-operation projects.

Social security

250.40. Social security policies, laws, institutions and practices in Africa vary from one country to another. The aim of these activities will therefore be to assist member States to develop social security schemes and extend social protection to various groups of the population. The regional advisers on social security (one for French-speaking countries and one for English-speaking countries) will therefore provide advice and assistance to social institutions. They will assist in analysing the financial situation of social security institutions, in developing sound accounting systems and in training the managers and accountants of social security institutions. They will also assist in the implementation of social security projects and respond to the call from the OAU to harmonise the development of social security in Africa.

Co-operatives development

250.41. Advisory services for co-operatives and similar institutions will continue to focus on underprivileged rural and urban populations and special attention will be given to assisting member States to implement the recommendations of the Seventh African Regional Conference (Harare, November-December 1988) on co-operatives development in the region. Co-operative training programmes will be conducted at the national, subregional and regional levels, including training for the elected leaders and staff of co-operatives established by, or designed for, refugees and national liberation movements. The two regional advisers on co-operatives development will advise governments on national policies in this field and will assist in training personnel who are responsible for co-operatives by means of national seminars, courses and workshops. They will identify and design technical co-operation projects in the field of co-operatives development. Close working relations will be maintained with the International Co-operative Alliance (ICA) offices in Abidjan and Moshi. These activities will be supported by programme 100.5 (Co-operatives).

Women's questions

250.42. The regional adviser on women's questions will continue to undertake activities directed towards achieving equal opportunity and treatment for women workers and will pay particular attention to the development of technical co-operation activities that benefit women. Assistance will be given to all ILO constituents with a view to increasing the participation of women in economic and social life and in the implementation of development programmes. Emphasis will also be placed on the dissemination of information regarding international labour standards of particular concern to women workers.

Labour statistics

250.43. The objectives of this subprogramme are to: assist governments to develop the basic programmes of activities in the field of labour statistics needed for the planning and formulation of social and economic policies; develop the necessary institutional basis for the production of labour statistics; and solve specific technical problems in this field. The main activities to be undertaken to achieve these objectives will be missions to provide direct technical advice and assistance in the formulation of technical co-operation projects. Technical advice will be directed, in particular, towards the revision or enhancement of national concepts, definitions, classifications and methodologies in line with the guide-lines set out in the Convention concerning Statistics of Wages and Hours of Work, 1938 (No. 63), the Labour Statistics Convention (No. 160) and Recommendation (No. 170), 1985 and the statistical standards established by the International Conference of Labour Statisticians (ICLS). Other activities include training statistical personnel through short fellowships, subregional seminars and workshops. The activities of the regional adviser will continue to be carried out in close co-operation with major programme 120 (Labour information and statistics).

250.44. The Lagos Plan of Action emphasised the importance of sufficiently detailed and reliable information on labour questions as an indispensable requirement for economic and social planning and gave high priority to the implementation of the Africa Household Survey Capability Programme. ILO participation in the Programme has proved to be essential and will continue to be financed from RBTC resources.

Ad hoc advisory services

250.45. Resources from programme support income amounting to 1/00 Professional work-year are provided under this subprogramme to give the Assistant Director-General in charge of ILO activities in the region some flexibility in responding to specific requests for advisory services.

Technical co-operation

250.46. Projected expenditure from extra-budgetary sources is expected to be about $160 million for technical co-operation in Africa. Activities will be concentrated in the fields of employment promotion, including employment-intensive public work schemes, vocational training and management development, but will also cover labour market information, conditions of work and environment, social security, occupational safety and health, labour administration, labour relations, co-operatives, vocational rehabilitation of the disabled and workers' education. Assistance will also continue to be provided in ILO fields of competence such as transport, rural development, plantations, energy and technology-related issues.

250.47. In addition, some $5,845,000 is expected to be made available from regular budget technical co-operation funds (RBTC). Approximately half of this sum will be used to support the regional employment, training and labour administration centres. Part of this amount will cover activities undertaken in collaboration with the Household Survey Capability Programme and with national liberation movements. The balance of RBTC resources will be used to enable the Office to respond rapidly and flexibly to requests for assistance from countries in the region. Taking due account of the criteria concerning the use of these credits approved by the Governing Body, a significant proportion of these funds will continue to be devoted to projects in the least developed countries in Africa in accordance with the Resolution concerning the strengthening of action for the least developed countries, adopted by the Conference in 1984, and the resolution concerning the role of the ILO in technical co-operation, adopted by the Conference in 1987.

Programme management and support

250.48. The new deputy director position is shown under this subprogramme together with secretarial support for technical advisory services, amounting to nine local General Service positions distributed in different ILO offices in the region and travel resources for the regional advisers.

250.3. Relations, service and support

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	11/09
GENERAL SERVICE WORK-YEARS	51/00
NON-STAFF COSTS EXCLUDING RBTC	$789,661
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$3,188,234**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	6/00
GENERAL SERVICE WORK-YEARS	13/00
NON-STAFF COSTS	$10,000
TOTAL, EXCLUDING TECHNICAL CO-OP	**$943,898**
TECHNICAL CO-OPERATION	-

250.49. The functions of the programme include the provision of services for the region as a whole. Its main objective is to ensure that ILO activities in the region are properly planned, implemented and followed up. Work under this programme is subdivided into the following subprogrammes: Relations and regional programming, Area office operations, Public information, Library and documentation and Personnel, finance and administration. Information about these activities will continue to be appropriately disseminated.

250.50. As a measure to reinforce the capacity of the regional office to administer and backstop the increasing volume of technical co-operation activities, regular budget staff resources for this programme have been increased by some $525,000 which will allow for the establishment of one Professional and two local General Service positions in the relations and regional programming subprogramme; and six local General Service positions under the personnel, finance and administration subprogramme. A small increase of some $30,000 in non-staff resources will permit the purchase of equipment associated with the establishment of these positions.

250.51. This programme will also benefit from the increase in programme support income resources through the establishment of an additional Professional programming officer position and five local General Service positions in the financial and administrative unit. The net increase in programme support income resources under this programme amounts to $358,400.

250.52. The programme provides for the maintenance of relations with the UN Economic Commission for Africa (ECA), the Organisation of African Unity (OAU) and other UN bodies and specialised agencies, and with intergovernmental and non-governmental organisations and employers' and workers' organisations. This work involves the preparation of reports for the meetings of these organisations and the provision of technical information on ILO programmes and policies. Provision is also made for the publication of Focus on Africa, a regular supplement to ILO Information. In the biennium 1992-93, priority in public information work will be given to improvement of coverage of apartheid and to making the ILO better known, especially with regard to its technical co-operation activities.

250.53. Provision is made under the Programme management and support subprogramme for the deputy director responsible for operations and management in the regional department, and for a meeting of directors of ILO offices in Africa during the biennium to exchange views and discuss problems related to the promotion and implementation of ILO programmes in the region.

250.4. Network of offices

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	34/00
GENERAL SERVICE WORK-YEARS	154/00
NON-STAFF COSTS EXCLUDING RBTC	$1,766,200
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$7,527,328**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	6/00
GENERAL SERVICE WORK-YEARS	16/00
NON-STAFF COSTS	$25,550
TOTAL, EXCLUDING TECHNICAL CO-OP	**$849,468**
TECHNICAL CO-OPERATION	-

250.54. Provision is made under this programme for offices in: Addis Ababa, Algiers, Antananarivo, Cairo, Dakar, Dar-es-Salaam, Kinshasa, Lagos, Lusaka and Yaounde. The staff resources provided under the regular budget for this programme will include an increase of 12/00 local General Service work-years. This will make it possible to regularise the contracts of staff who are carrying out ongoing tasks but who are presently employed under short-term and other arrangements. There will also be a net increase of 6/00 local General Service work-years under programme support income, for one local General Service position in each of the following offices: Cairo, Dar-es-Salaam and Lusaka.

Major Programme 250. Field Programmes in Africa

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
250.01. REGIONAL MANAGEMENT										
REGIONAL MANAGEMENT	2/00	3/00	429,386	151,714	581,100	-	-	-	-	-
1992-93 TOTALS	**2/00**	**3/00**	**429,386**	**151,714**	**581,100**	-	-	-	-	-
1990-91 TOTALS	**2/00**	**3/00**	**429,386**	**151,714**	**581,100**	-	-	-	-	-
250.02. REGIONAL TECHNICAL PROGRAMMES										
INTERNATIONAL LABOUR STANDARDS	4/00	-	406,368	-	406,368	-	-	-	-	-
ILO PARTICIPATION IN ACTIVITIES IN FAVOUR OF NAMIBIA	2/00	-	203,184	-	203,184	-	-	-	-	-
EMPLOYMENT AND DEVELOPMENT	8/00	2/00	859,236	37,400	896,636	-	-	-	-	-
TRAINING	18/00	-	1,828,656	18,700	1,847,356	-	-	-	-	-
TRIPARTISM	20/00	-	2,031,840	37,400	2,069,240	-	-	-	-	-
CONDITIONS OF WORK AND SOCIAL PROTECTION	6/00	-	609,552	-	609,552	-	-	-	-	-
CO-OPERATIVES DEVELOPMENT	4/00	-	406,368	-	406,368	-	-	-	-	-
WOMEN'S QUESTIONS	2/00	-	203,184	-	203,184	-	-	-	-	-
LABOUR STATISTICS	2/00	-	203,184	-	203,184	-	-	-	-	-
AD HOC ADVISORY SERVICES	-	-	-	-	-	1/00	-	101,592	18,700	120,292
TECHNICAL CO-OPERATION	-	-	-	5,844,810	5,844,810	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	18/00	524,184	1,009,800	1,533,984	-	-	-	-	-
1992-93 TOTALS	**68/00**	**20/00**	**7,275,756**	**6,948,110**	**14,223,866**	**1/00**	-	**101,592**	**18,700**	**120,292**
1990-91 TOTALS	**60/00**	**18/00**	**7,112,020**	**6,586,620**	**13,698,640**	**1/00**	-	**101,592**	**17,000**	**118,592**
250.03. RELATIONS, SERVICE AND SUPPORT										
RELATIONS AND REGIONAL PROGRAMMING	4/00	10/00	706,368	20,400	726,768	6/00	-	609,552	-	609,552
AREA OFFICE OPERATIONS	-	2/00	50,000	2,450	52,450	-	-	-	-	-
PUBLIC INFORMATION, LIBRARY AND DOCUMENTATION	-	2/00	50,000	93,400	143,400	-	2/00	25,740	-	25,740
PERSONNEL, FINANCE AND ADMINISTRATION	5/09	35/00	1,339,021	619,411	1,958,432	-	11/00	298,606	10,000	308,606
PROGRAMME MANAGEMENT AND SUPPORT	2/00	2/00	253,184	54,000	307,184	-	-	-	-	-
1992-93 TOTALS	**11/09**	**51/00**	**2,398,573**	**789,661**	**3,188,234**	**6/00**	**13/00**	**933,898**	**10,000**	**943,898**
1990-91 TOTALS	**9/09**	**34/06**	**1,903,522**	**759,481**	**2,663,003**	**5/03**	**3/06**	**585,498**	-	**585,498**
250.04. NETWORK OF OFFICES										
OFFICE, ADDIS-ABABA	2/00	16/00	459,384	172,000	631,384	2/00	2/00	243,184	3,700	246,884
OFFICE, ALGIERS	2/00	10/00	596,484	137,900	734,384	-	2/00	41,235	-	41,235
OFFICE, ANTANANARIVO	2/00	12/00	276,184	115,500	391,684	-	2/00	13,547	800	14,347
OFFICE, CAIRO	4/00	16/00	688,368	138,100	826,468	-	2/00	31,384	-	31,384
OFFICE, DAKAR	6/00	20/00	974,552	257,800	1,232,352	-	-	-	-	-
OFFICE, DAR ES SALAAM	2/00	16/00	337,184	186,700	523,884	2/00	4/00	243,184	5,000	248,184
OFFICE, KINSHASA	2/00	14/00	329,684	118,000	447,684	-	2/00	28,200	2,700	30,900
OFFICE, LAGOS	4/00	18/00	598,368	123,800	722,168	-	-	-	1,850	1,850
OFFICE, LUSAKA	4/00	18/00	588,368	217,100	805,468	2/00	2/00	223,184	7,000	230,184
OFFICE, YAOUNDE	6/00	14/00	912,552	299,300	1,211,852	-	-	-	4,500	4,500
1992-93 TOTALS	**34/00**	**154/00**	**5,761,128**	**1,766,200**	**7,527,328**	**6/00**	**16/00**	**823,918**	**25,550**	**849,468**
1990-91 TOTALS	**34/00**	**142/00**	**5,751,143**	**1,805,400**	**7,556,543**	**6/00**	**10/00**	**759,652**	**22,700**	**782,352**

Major Programme 260. Field Programmes in the Americas

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
260.01	REGIONAL MANAGEMENT	2/00	2/00	343,694	84,397	428,091
260.02	REGIONAL TECHNICAL PROGRAMMES	52/06	20/00	5,743,580	6,359,000	12,102,580
260.03	RELATIONS, SERVICE AND SUPPORT	12/00	47/00	2,030,229	546,112	2,576,341
260.04	NETWORK OF OFFICES IN LATIN AMERICA AND THE CARIBBEAN	20/00	63/00	3,562,940	1,390,900	4,953,840
260.05	OFFICES IN NORTH AMERICA	10/00	7/00	1,225,180	640,900	1,866,080
1992-93	**TOTALS**					
	REGULAR BUDGET	96/06	139/00	12,905,623	9,021,309	21,926,932
	OTHER SOURCES	5/00	6/06	584,776	-	584,776
1990-91	**TOTALS**					
	REGULAR BUDGET	92/06	138/06	12,502,105	8,988,763	21,490,868
	OTHER SOURCES	4/00	7/06	533,414	30,000	563,414

260.1. The aim of this major programme is to ensure that all activities relating to Latin America and the Caribbean and to North America are planned and carried out in accordance with needs and wishes of the member States in the region, as set out in the conclusions and resolutions of regional conferences, including those adopted by the Thirteenth Conference of American States Members of the ILO in 1992. ILO action in Latin America and the Caribbean will be inspired by the principles embodied in ILO standards, particularly those relating to fundamental human rights, and will have the general objectives of eliminating inequality, eradicating poverty and promoting human dignity.

260.2. The major priorities of this major programme will be: the alleviation of poverty and inequality through the generation of productive employment for underprivileged groups, including self-employment in the urban informal and rural sectors; and the improvement of income levels through the upgrading of skills designed to meet the changing needs resulting from technological innovation and structural reform. In pursuing these objectives account will be taken of the specific needs of each subregion, the social and economic situation in each country and the circumstances of the various groups in the population.

260.3. ILO technical co-operation activities will be adapted to the region's evolving needs. Special patterns of employment, innovative training schemes and new forms of labour administration will be needed to cope with the growing needs of a labour force, a part of which faces redundancy because of technological innovations and measures of structural adjustment. ILO activities will be based on a multidisciplinary approach wherever appropriate and TCDC-type arrangements will continue to be emphasised in order to draw upon the technical expertise available in the region, wherever possible. An effort will be made to increase the volume of activities financed by extra-budgetary resources.

260.4. Provision is made under this major programme for the management of all ILO activities in the region. These include: technical advice and technical co-operation; the collection, analysis and dissemination of information on economic and social conditions; and the dissemination of information on the ILO. As in the past, close relations will be maintained with government agencies and with employers' and workers' organisations. Close collaboration will be maintained with the United Nations Economic Commission for Latin America and the Caribbean (ECLAC), UNDP, UNICEF and other UN agencies (including in particular FAO and the World Food Programme) as well as with the World Bank and the International Fund for Agricultural Development (IFAD). Close working relations will also be developed with major regional and subregional organisations, especially the Organisation of American States (OAS) (including its associated specialised bodies such as the Inter-American Indian Institute and the Inter-American Institute for Co-operation on Agriculture (IICA)), the Inter-American Development Bank (IDB), the Latin American Economic System (SELA), the Andean Pact, the Caribbean Community (CARICOM) and the Pan American Health Organisation (PAHO). Collaboration on labour matters will also be maintained with universities and other academic institutions.

260.5. These activities will be carried out through the Regional Office in Lima, which is responsible for all activities in Latin America and the Caribbean, and by a network of five ILO offices, assisted by 21 regional advisers and four regional centres specialising in the fields of employment, training, and labour administration. Two branch offices in North America, one in Ottawa and the other in Washington, also play an important role in supporting ILO activities in their respective host countries.

260.6. The staff resources allocated to this major programme under the regular budget will be increased by a total of 4/00 Professional work-years relating to the establishment of two new positions of deputy director responsible for regional technical programmes and regional adviser on rural employment based in the PREALC regional employment team. There is also an increase of 4/00 Professional work-years for ad hoc advisory services which will be offset by the phasing out of two regional adviser positions, for reasons mentioned under programme 260.2 (Regional technical programmes). Apart from the increase of 4/00 Professional work-years the RBTC resources for this region are to be increased by $77,000 to $5,225,000. Taking account of the decrease in the rental charges in the Washington Branch Office, amounting to some $46,000, the overall increase in the regular budget resources for this region is some $436,000.

260.7. Programme support income resources will continue to finance 2/00 Professional work-years for the position of the regional adviser on employment and development in PREALC's focal point in Panama, 1/00 Professional work-year for project monitoring and operational support to the Andean Unit, and 2/00 Professional work-years in the Washington Branch Office.

260.8. Many of the activities of the regional major programmes are common to all the regions. In order to avoid undue repetition, these are summarised in the Introduction to the Regional Major Programmes.

260.1. Regional management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	2/00
NON-STAFF COSTS EXCLUDING RBTC	$84,397
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$428,091**
OTHER SOURCES	-

260.9. This programme covers the general management and co-ordination of all activities carried out under the major programme. Provision is made for the Assistant Director-General in charge of the region, together with travel costs and secretarial assistance, the provision for which is to be reduced slightly by 0/06 General Service work-year.

260.2. Regional technical programmes

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	52/06
GENERAL SERVICE WORK-YEARS	20/00
NON-STAFF COSTS EXCLUDING RBTC	$1,134,000
RB TECHNICAL CO-OPERATION (RBTC)	$5,225,000
TOTAL	**$12,102,580**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	1/00
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP	**$218,184**
TECHNICAL CO-OPERATION	-

260.10. The regional technical programmes cover the provision of technical advice and assistance to the countries of the region in accordance with the main objectives of the major programme. The resource levels for advisory services have been increased to cover a new regional adviser on rural employment attached to PREALC. After a period of transition in the biennium 1990-91 to consolidate priorities and programmes, the adviser positions in the fields of vocational rehabilitation and management development will be phased out and more use will be made of the technical capacities of established regional institutions to provide the assistance required by ILO constituents in these fields. Self-supporting regional institutions with appropriate organisational and technical structures, wide geographical coverage and a commitment to the ILO's approach to the delivery of services will be chosen for this institutional transfer. The ILO's main commitment will be to use RBTC funds to compensate some of the expenses involved in the delivery of these services in return for a commitment from the institutions to foster international labour standards through their activities. These reductions will permit an increase of 4/00 Professional work-years for ad hoc advisory services, making a total of 4/06 Professional work-years, which will enable more flexibility in responding to requests for advisory services from ILO constituents.

260.11. Provision will be made under this programme for a total of 21 regional advisers, (of whom 20 are financed from the regular budget and one from programme support income) and 4/06 Professional work-years for ad hoc advisory services. The regional advisers will be distributed according to their technical field as follows: international labour standards (1); employment and development (7); training (2); tripartism (6); conditions of work and social protection (2); co-operatives development (2); and women's questions (1). Advisory services will be provided in the Caribbean in the fields of employment and manpower planning, vocational training, labour administration, co-operatives and small-scale enterprise development, and workers' activities. Also, out of the total provision of 4/06 Professional work-years for ad hoc advisory services, 2/00 work-years are set aside for ad hoc advisory services in the Caribbean.

International labour standards

260.12. The objectives of this subprogramme are to: increase awareness of the role and meaning of international labour standards and promote the wider observance and acceptance of these standards within the region; promote fuller participation in the elaboration of new standards and the revision of existing standards; and enhance respect for human rights falling within the ILO's mandate.

260.13. The regional adviser will continue to: provide direct assistance to governments; advise on the preparation of replies to questionnaires concerning international labour standards; explain comments made by ILO supervisory bodies; advise on measures that might be taken in order to comply with the requirements of these supervisory bodies, including the necessary legislative amendments and national triparitite consultations; and assist in the drafting of reports. Advisory missions will continue to be combined with national seminars on international labour standards. The work will be carried out in close collaboration with major programme 50 (International labour standards and human rights). The adviser will also work closely with other regional advisers and regional centres to ensure that technical co-operation activities and international labour standards mutually reinforce each other.

Employment and development

260.14. The objective of this subprogramme is to assist member States to define and implement employment and income policies that will lead to higher levels of employment and a better standard of living for the population as a whole. The main instrument of ILO action in favour of this objective is the regional employment team, PREALC, which collaborates closely in all its activities with major programme 60 (Employment and development).

Regional Employment Programme for Latin America and the Caribbean (PREALC)

260.15. In the biennium 1992-1993, this regional employment team, the position of director of which is funded by the regular budget, will provide technical assistance and carry out research related to the structural adjustment process and its effects on labour markets. The main issues to be considered will be the changes required to improve productivity and to adapt to technological change and modernisation in the rural and urban sectors. PREALC's programme includes technical co-operation and research on policies and instruments to assist the groups most affected by adjustment measures and modernisation, to expand employment and improve productivity in the urban informal sector, to promote women's participation in the labour market and to collaborate in schemes for direct employment creation and social investment funds. Priority will also be given to the fields of population, labour supply and labour information systems.

260.16. Three regional advisers funded from the regular budget will be based in PREALC. An employment policy planning adviser will assist in the implementation of programmes concerning labour market adaptation and flexibility and in the design of policy packages for mitigating the adverse social impact of structural adjustment measures. An adviser on rural employment will assist member States in the design of policies to improve the employment situation of agricultural workers, especially temporary wage-labourers, within the framework of the modernisation process that is taking place in Latin American agriculture. This process also affects rural non-agricultural and urban labour markets due to the seasonality of labour demand, and this will be taken into consideration in policy design and technical co-operation. An adviser on the informal sector will assist on issues such as the formulation of policies specifically designed to improve the working and living conditions of the urban poor, to expand productive employment and to improve incomes in this sector. Market studies and policy-oriented research will be conducted and projects and policies will be designed to ensure that workers in the rural and informal sectors have better access to the credit they need to finance productive activities.

260.17. With a view to strengthening the capacity of member States to design and implement employment-oriented policies and programmes during periods of structural adjustment, PREALC will undertake policy-oriented research and technical co-operation activities in the areas of: Latin American experience of alternative structural adjustment policies; employment policies within structural adjustment programmes; investment and employment creation; policies to adapt labour markets, including institutional changes, to the requirements of structural adjustment; policies to mitigate the transitional employment costs of adjustment; Latin American experiences of policies to increase productivity; and the impact of technological change on the labour market, at the enterprise and sectoral levels. Some UNDP/ILO national project activities and an ILO/CIDA Regional Project on Technology and the Labour Markets will be directed towards the same goals. Joint activities will also be developed with ECLAC, UNICEF and other international organisations engaged in related areas.

260.18. PREALC will furnish advisory services to member States on the design of policies to promote employment and income opportunities in the agricultural sector in the process of modernisation. Information will be collected and disseminated on landless temporary workers and their families. Policies will be designed to promote higher income and employment levels and better working conditions for these workers, who are increasing in numbers, and who search for jobs all year round. Activities will also be undertaken to contribute to the promotion of employment in non-agricultural labour markets, both rural and urban, taking into account the seasonality of labour use in modern agriculture. In addition, a knowledge base will be developed on the way labour markets function in the rural sector, with particular emphasis on the underemployment of women and on the incidence of poverty. A project will be undertaken together with FAO and FLACSO (Latin American Faculty of Social Sciences), to assess the situation of temporary workers in agriculture and to define national policies to improve the utilisation of the labour force, its working conditions and levels of income. The project will cover Mexico, Costa Rica, Brazil, Ecuador and Chile, and the results will be discussed in a regional seminar in 1993, which will be attended by government officials and representatives from employers' and workers' organisations. Labour force surveys will also be designed to improve the available information on the social and economic effects of the modernisation of agriculture.

260.19. As part of the PREALC work on the social effects of structural adjustment, emphasis will be placed on strengthening the technical and operational capacity of governments to apply re-distributive policies to benefit the social groups that were most affected by the crisis of the 1980s and by the structural adjustment process. Case studies will be carried out in Chile, Mexico, Venezuela and Jamaica.

260.20. Policy-oriented studies will be carried out by PREALC in ten countries in order to achieve a better understanding of the relations between the modern and informal sectors. Particular attention will be paid to employment and incomes-related issues. The studies will focus on modern sector demand for informal sector products and on the competitiveness of such products. The results of this work will be published. Assistance will also be provided to member States in the design of specific policies aimed at improving incomes and fostering employment in the formal sector, with special emphasis on the employment of women. This work will be carried out through national projects in countries such as Chile, Costa Rica, Ecuador, El Salvador, Paraguay and Uruguay.

260.21. PREALC will design strategies to ensure that women's questions are taken fully into account in the formulation of economic policies and are incorporated into the decision-making process. Action-oriented research will be undertaken on: the effects of the economic crisis and of structural adjustment policies on women; and interactions between women, poverty, equity, and labour market conditions. This will be complemented by activities related to women in the rural and urban sectors. These activities will be closely co-ordinated with those of the regional adviser on women workers, the Inter-American Development Bank (IDB), the Inter-American Institute for Co-operation on Agriculture (IICA), ECLAC and UNICEF.

260.22. Direct employment creation programmes have been implemented by PREALC in the region through social investment funds or emergency funds with the aim of mitigating the cost of adjustment on the labour market and on the poorest. These funds are now considered by multilateral agencies and bilateral donors to be an important part of adjustment programmes. Assistance will therefore be provided in the establishment and monitoring of social investment funds and employment programmes and an evaluation will be made of funds that are in operation. An analysis will be made of the impact of such funds on employment generation and poverty levels and of the co-ordination of funds received from various donors. The results of this work will be disseminated through a seminar and publications. The work will be co-ordinated with that of the other ILO regional employment teams, as well as with the World Bank and IDB, in order to exchange experience on this subject.

260.23. Assistance will be provided to governments in the design of policies for the effective integration of population factors into development, taking into account the principle of equity and the effective participation of women in the development process. The aims of these activities will be to: consolidate information, both for policy generation and for action-oriented research; create and support institutional capacity to incorporate population factors effectively in the policy design process; and establish an ongoing system of training to support the previous activities. Emphasis will continue to be placed on: action-oriented research on the impact of demographic and economic factors on the labour market and their relation to living conditions; the relationship between the status of women, fertility and female labour force participation; the definition of target groups and the institutional and operational mechanisms to reach them. The considerable economic and demographic situation varies considerably among Latin American countries, and PREALC's activities will therefore take account of specific country circumstances.

260.24. Assistance and advice will be furnished to institutions in member States for the processing of information concerning the labour market, poverty levels, particular target groups and related employment indicators, using information from household surveys. Emphasis will be placed on strengthening existing relationships with agencies and individuals in each country. The labour market situation will be analysed and PREALC will publish a periodic report.

PREALC focal point for Central America and Panama

260.25. Advisory assistance on employment policies in Central America will continue to be provided by PREALC's focal point in Panama. The regional adviser, whose post will be financed from programme support income, will advise on the promotion of special employment schemes and the design of labour-intensive techniques, as a means of mitigating the adverse social effects of structural adjustment programmes and economic stabilisation measures. Particular attention will be paid in these activities to the need to promote the observance of international labour standards. The focal point will also participate in PRODERE (Assistance Programme for Displaced Persons, Refugees and Returnees in Central America), a subregional multidisciplinary refugee and displaced persons programme, with which it will develop joint activities in close co-ordination with other regional centres and major programmes at headquarters.

PREALC focal point for the Caribbean

260.26. PREALC's focal point for the Caribbean comprises two regional advisers financed by the regular budget. Activities will include the follow-up to the assessment of the social impact of structural adjustment programmes in several countries and the promotion of income-generating projects for specific vulnerable groups with the aim of counteracting the adverse consequences of economic stabilisation measures. Another priority area of activity will be the compilation and analysis of labour market information. This work will include the harmonisation of concepts and methods for data collection, particularly for labour force surveys and studies of the informal sector. These activities will be closely co-ordinated with those of other regional advisers based in the subregion.

Rural development

260.27. The adviser on rural development and indigenous populations will continue to promote participatory development and employment in rural areas. ILO action in this field will include assistance in formulating rural development policies and programmes and the promotion and development of organisations of indigenous populations in order to enable their active participation in the national processes of development and policy planning in accordance with their own systems of social organisation and their cultural heritage. This assistance will be provided in close collaboration with programme 60.4 (Employment and incomes in the rural and informal sectors) and major programme 50 (International labour standards and human rights). With the overall priority of ensuring the respect of human rights and environmental protection, the design and implementation of technical co-operation projects, including those specifically focused on indigenous populations, will be mainly aimed at the improvement of the living and working conditions of the indigenous populations and the preservation of their environment. Advisory services for rural development will be closely co-ordinated with the activities of FAO, the Inter-American Institute for Co-operation in Agriculture (IICA), the World Food Programme, the International Fund for Rural Development (IFAD), the World Bank and other UN agencies involved in rural development.

Training

260.28. The objective of this subprogramme is to improve the quality and relevance of training programmes in the region. Emphasis will therefore be given to the co-ordination of training and employment programmes by: promoting the mutual exchange of information and experience among countries (a form of TCDC); reorganising existing training institutions; training trainers; and developing new training methodologies.

The Inter-American Research and Documentation Centre on Vocational Training (CINTERFOR)

260.29. Member States in Latin America and the Caribbean will be supported in this endeavour by the Inter-American Research and Documentation Centre on Vocational Training (CINTERFOR) in Montevideo, which acts as a forum for the exchange of experience and information. The key concerns of CINTERFOR will remain: vocational training to adapt skills to new employment opportunities; the reinforcement of mechanisms of tripartite participation in training programmes; the impact of technological change on employment and the resulting redefinition of occupational skill profiles; and the evaluation of the effectiveness and efficiency of vocational training. CINTERFOR activities will continue to promote and co-ordinate TCDC activities to achieve greater self-reliance among vocational training institutions and to introduce and harmonise new teaching approaches and methodologies. In pursuance of these objectives CINTERFOR will work in close co-ordination with the Turin Centre and major programme 70 (Training). In the biennium 1992-93 CINTERFOR will undertake jointly sponsored activities with PREALC to adapt training to technological change and to the develop specific training packages for the informal micro-entrepreneurial sector. A series of updated training methodologies will be developed in collaboration with major programme 225 (Employers' activities) and with programme 70.2 (Management development) to enhance productivity and managerial competence in small and medium-sized enterprises through seminars and courses with a view to strengthening the links between national management institutions, professional associations of managers and employers' organisations. Existing rural training methodologies will be updated and evaluated in collaboration with programme 60.4 (Employment and incomes in the rural and informal sectors) and with the regional advisers on rural development and women workers. The post of director of CINTERFOR is financed from the regular budget.

Vocational training advisory services

260.30. Two advisers on vocational training (one attached to CINTERFOR and the other based in Port-of-Spain) will assist member States to increase the effectiveness of vocational training institutes and programmes. On-the-job training programmes, training programmes in the urban and rural informal sectors, and skill upgrading and employment-oriented retraining, especially for the socially disadvantaged groups, including women and young workers, will be further expanded. Sectoral training activities will be organised in a number of countries and continued assistance will be provided for the development of vocational training programmes in rural areas. Close working relations will be maintained with PREALC, CIAT and the regional advisers for women's questions and conditions of work and environment.

260.31. In the biennium 1992-93, the regional adviser on vocational training in the Caribbean will concentrate on: establishing coherent systems of vocational education and training at the national level; compiling training materials adapted to the needs for new skills; and promoting TCDC through a pool of experts based in the region. The adviser will work in close collaboration with the employment and manpower planning programme of the PREALC focal point. The information generated by the PREALC focal point on current and projected skill needs will be used in the formulation and implementation of labour market-oriented human resources development policies. Emphasis will be placed on training in areas related to the tourism sector.

Tripartism

260.32. The objective of this subprogramme is to enhance the practice of tripartism in member States of the region and to strengthen the institutions of each of the three parties in the tripartite social dialogue. This objective embraces the development of labour legislation, labour administration and inspection, and the improvement of labour relations systems, as well as of employers' and workers' organisations. Activities under this subprogramme will be conducted in close collaboration with major programmes 50 (International labour standards and human rights), 80 (Industrial relations and labour administration), 225 (Employers' activities), and 230 (Workers' activities).

260.33. The Inter-American Centre for Labour Administration (CIAT), in Lima (Peru), and the Caribbean Labour Administration Centre (CLAC), in Bridgetown (Barbados), will continue to be the main instruments of ILO action in the field of labour administration. The posts of director of each of these two centres are financed from the regular budget. Activities will be focused on improving the technical capacity of ministries of labour and other institutions in the field of labour administration and assisting such bodies to define and play their proper role in welfare and development. Emphasis will be placed on administrative structures and procedures, and on the integration of labour administration into the general framework of national planning and public administration. To improve understanding of the issues confronting labour administrations, CIAT and CLAC will continue to strengthen research and to promote co-ordination among private and public institutes, centres and universities dealing with labour matters.

The Inter-American Centre for Labour Administration (CIAT)

260.34. CIAT will continue to carry out activities in Latin America to assist member States to improve the organisation and methods of labour administration, labour information systems, employment services and labour inspection. Particular attention will be paid to: the socially unprotected; the conditions of work of precarious workers and disadvantaged groups; the application of international labour standards; the promotion and strengthening of labour inspection; the training of labour administration officials on aspects of labour management in the context of state reform and modernisation; and the further development of a regional labour administration network, which will be implemented mainly under extra-budgetary funding from the International Development Research Centre (IDRC), Canada. CIAT's main means of action will be direct technical assistance, research, training and the creation of a network of information on labour administration. TCDC activities will continue to be encouraged wherever appropriate.

The Caribbean Labour Administration Centre (CLAC)

260.35. CLAC will continue to assist member States in the Caribbean to improve the effectiveness of labour administrations, to promote the application of international labour standards relating to labour administration and to further develop tripartite consultation processes. Other CLAC activities will focus on institution building, the development and implementation of labour policies consistent with the imperatives of technological change and the consequent need for training and retraining. CLAC's means of action will include seminars, courses (including the use of distance teaching methods), advisory services and TCDC arrangements. Efforts will be intensified to obtain extra-budgetary funding for CLAC activities.

Labour administration, labour legislation and labour relations

260.36. Under this subprogramme provision is also made for two regional advisers on labour administration (one attached to CIAT and the other in charge of CLAC) and an adviser on labour legislation and labour relations based in the Regional Office in Lima. These advisers will assist member States in the region with the design and implementation of labour relations systems consistent with the goals of national development, and with the social and cultural environment, while respecting ILO standards and principles. This will involve the provision of assistance for research and training activities in areas such as collective bargaining, the settlement of labour disputes, labour relations and legislation. The regional advisers will also assist member States to update labour legislation and organise labour administrations and will promote the application of the relevant international labour standards.

Employers' activities

260.37. Assistance to employers' organisations in the region will include the provision of direct assistance with the aim of improving their internal structure and services, enabling them to participate in tripartite systems of industrial relations and in the national policy-making process. The regional adviser for employers' activities will assist employers' organisations to improve the services they provide to their members, and will also assist in the establishment of confederations of employers' organisations in countries where such organisations do not exist. The assistance provided to employers' organisations will involve the planning and organisation of training seminars and the training of fellows with the aim of increasing their awareness and knowledge of specific issues of concern to employers' organisations and of social and economic aspects of development such as: the informal sector; training methodologies for small-scale enterprises; productivity and working conditions; management for environmental protection; and improving the integration of women in economic development. Close collaboration will be maintained with the regional advisers for women workers, conditions of work and environment, social security, PREALC and CIAT. Various jointly-sponsored training and research activities will be carried out during the biennium. These activities will be carried out in close collaboration with major programme 225 (Employers' activities).

Workers' activities

260.38. The work of the three advisers for workers' activities will continue to be aimed at strengthening workers' organisations so that they can play their proper role in the tripartite dialogue. The rapidly deteriorating economic situation and the technological changes that are occurring in virtually all the countries of the region is increasing the need for the trade union movement to articulate positions relating to economic policy and to play a central and constructive role in economic restructuring. The objective of workers' education activities in Latin America and the Caribbean is therefore to ensure that workers' organisations acquire the understanding and skills necessary to confront these new challenges. The activities to be undertaken to achieve this objective will include: the development of institutions concerned with workers' education, and activities to improve worker participation in social and economic development, including the participation of women workers, rural and indigenous workers and workers from the informal sector; the strengthening of education, research and related services provided by trade unions and workers' education institutes; and the development and strengthening of workers' self-help services, welfare activities and economic ventures. Emphasis will be placed on the promotion of international labour standards, particularly those that embody fundamental human rights; and on the identification and design, in close collaboration with related regional advisory services and technical units at headquarters, of specific measures to safeguard against the further degradation of living conditions along with the implementation of activities to improve the working environment. The means of action to be used to achieve these objectives will be training through fellowships and study tours, the preparation of guides for instructors and other teaching materials, and the organisation of seminars. These activities will be undertaken in close collaboration with major programme 230 (Workers' activities).

Conditions of work and social protection

260.39. The main objective of this subprogramme is to strengthen ILO activities within the PIACT programme for the improvement of working conditions, the working environment and social protection.

Conditions of work

260.40. The activities of the regional adviser will include the drafting and revision of legislation in the field of occupational safety and health and the provision of advice to governments and employers' and workers' organisations on the formulation and implementation of policies and programmes related to conditions of work and workers' welfare. An active network will be built up for the further development of TCDC as a cost-effective means of providing qualified and highly skilled services, by reaching ad hoc technical agreements with specialised safety and health regional institutions. Advisory services will be focused on: the promotion of legislation aimed at preventing health hazards and improving working conditions; and the promotion and implementation of activities to improve the management of occupational safety and health. The adviser will be responsible for liaison with WHO and PAHO in the region. These activities will be carried out in close collaboration with regional institutions and with major programme 90 (Working conditions and environment).

Social security

260.41. Provision is made for a regional adviser on social security to assist member States to continue the development of social security schemes appropriate to the prevailing social and economic conditions. Attention will also be paid to social security protection for those workers who are currently unprotected in the poorer urban and rural sectors. Contacts will be maintained with other regional and international institutions such as PAHO and the IACSS. The adviser will respond to requests for information and training on social security from ILO constituents and educational institutions, and will participate in, and prepare documents for meetings, seminars and training courses organised by these bodies. Emphasis will be placed on strengthening advisory services to employers' and workers' organisations on the role that these organisations should play in the administration of social security. These activities will be carried out in close co-operation with major programme 110 (Social security) and special efforts will be made to liaise with PREALC and CIAT on the issue of the social protection of unprotected workers.

Co-operatives development

260.42. The objective of this subprogramme is to enhance the contribution of co-operatives and similar enterprises to national development. Priority will continue to be given to promoting the active participation of the poor in the organisation and management of their own work and life so as to generate more income and employment opportunities in the framework of co-operatives or similar institutions. The viability of such institutions depends largely on a well-motivated membership, the decision-making capacity of the leaders and the managerial skill of the staff. With this aim in view, the two regional advisers on co-operatives development will provide technical advisory services for institutions and projects in member States and will promote the exchange of qualified personnel, fellows, products and services among co-operatives at the national and subregional levels. They will also identify and design programmes and projects for the promotion of co-operatives and similar organisations, in consultation where appropriate with the regional advisers on the urban informal sector, rural development, and women's questions. A large project funded from extra-budgetary sources is expected to be implemented in the field of trade relations between Caribbean and European co-operatives with the objective of generating additional production in the subregion. The activities of the advisers on co-operatives will also be expanded to cover the field of small-scale management development and will include the implementation of joint programmes for the co-operative management of small businesses and for the strengthening of handicraft co-operatives and other services in the tourism sector. This work will be carried out in collaboration with major programme 70 (Training).

Women's questions

260.43. The activities of the regional adviser for women workers will be directed towards promoting greater equality of opportunity and treatment for women workers, improving their conditions of work, and increasing the participation of women in the planning and implementation of development programmes and projects. Assistance will focus on the promotion of better employment opportunities for women and women's participation in development. Activities will include direct assistance to governments and employers' and workers' organisations, the dissemination of information on international standards, the promotion of national programmes and the organisation of, and participation in, courses and seminars. Close co-operation will be maintained with UN agencies and regional organisations which are active in these fields. These activities, which cut across the whole spectrum of ILO action in the Americas, will be undertaken in close collaboration with other regional advisers, regional centres and ILO experts. Support will continue to be provided from RBTC resources to enable the adviser to carry out multidisciplinary activities in close co-operation with the other regional advisers.

Ad hoc regional advisory services

260.44. Provision is made under this subprogramme for 4/06 Professional work-years to give the Assistant Director-General in charge of ILO activities in the region more flexibility in responding to specific requests for advisory services from ILO constituents. Resources amounting to 2/00 Professional work-years will be made available for ad hoc advisory services in the Caribbean in the fields of social security, occupational safety and health, international labour standards, labour relations, management development and hotel and tourism. The remaining 2/06 Professional work-years will be used to finance ad hoc advisory services in the fields of maritime development, vocational rehabilitation and drug- and alcohol-related matters, labour statistics and management development in Latin America. These resources will also be used to finance new activities resulting from the recommendations of the Eleventh Conference of American States Members of the ILO, to be held in 1992.

Technical co-operation

260.45. Projected expenditure from extra-budgetary sources for ILO technical co-operation activities in this region is expected to amount to about $30.3 million for projects on employment development and manpower planning, micro-enterprise development in the urban informal sector, co-operative activities and workers' education. Activities ranging from highly specialised consultancies, methodological development, training seminars and fellowships will be the main means of action for the implementation of extra-budgetary technical co-operation projects during the biennium. Special attention will continue to be paid to promoting tripartism and international labour standards in ILO technical co-operation activities.

260.46. The amount of $5,225,000 will be made available from RBTC funds. About half of this amount will be used for activities in the regional centres (PREALC, CINTERFOR, CIAT and CLAC), and for activities to be undertaken by the Turin Centre and the International Institute for Labour Studies.

Programme management and support

260.47. The resources for this subprogramme have been increased by 2/00 Professional work-years for the establishment of a deputy director position with responsibility for regional technical programmes. The other deputy director position is shown below under programme 260.3 (Relations, service and support). Provision is also made for secretarial support for the regional advisers and for their travel costs.

260.3. Relations, service and support

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	12/00
GENERAL SERVICE WORK-YEARS	47/00
NON-STAFF COSTS EXCLUDING RBTC	$546,112
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$2,576,341**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	1/00
GENERAL SERVICE WORK-YEARS	1/00
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP	**$126,592**
TECHNICAL CO-OPERATION	-

260.48. This programme includes all the services required to ensure that ILO activities in the region are properly planned, implemented and followed up and that information about these activities is appropriately disseminated. In accordance with the summary in the Introduction to the Regional Major Programmes, this programme is composed of the following subprogrammes: Relations and public information, Library and documentation, Regional programming, Andean area unit, Personnel, Finance and administration, and Programme management and support. The resources allocated under this programme include an increase of 1.00 Professional work-year, funded from Programme Support Income, to strengthen the operational activities of the Andean Area Unit.

260.49. Provision is made under this programme for one deputy director responsible for operations and management in the regional department and corresponding travel resources in order to provide adequate support to the Assistant Director-General in charge of ILO activities in the region. Provision is also made for a meeting of directors of ILO offices in Latin America and the Caribbean, with the participation of the directors of ILO regional centres and headquarters officials. The purpose of the meeting is to exchange views and discuss trends and problems in ILO policies and programmes in the region.

260.50. The Andean Area unit within the Regional Office in Lima is responsible for the development, operational follow-up and management of ILO activities in Bolivia, Colombia, Chile, Ecuador, Peru and Venezuela. Its functions are the same as those of an area office although it draws on the Regional Office for administrative support.

260.4. Network of offices in Latin America and the Caribbean

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	20/00
GENERAL SERVICE WORK-YEARS	63/00
NON-STAFF COSTS EXCLUDING RBTC	$1,390,900
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$4,953,840**
OTHER SOURCES	-

260.51. Provision is made under this programme for five offices, namely: Brasilia, Buenos Aires, Mexico, Port-of-Spain and San José. During the biennium 1992-93, these offices will continue to provide supporting services for national and subregional technical co-operation projects: approximately 10 to 15 projects will be supported by each office. There are no changes in staff and non-staff resources of any of these offices.

260.5. Offices in North America

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	10/00
GENERAL SERVICE WORK-YEARS	7/00
NON-STAFF COSTS EXCLUDING RBTC	$640,900
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,866,080**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	4/06
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP	**$240,000**
TECHNICAL CO-OPERATION	-

260.52. The Ottawa Branch Office will continue to maintain relations with governments and employers' and workers' organisations and to strengthen contacts with international, regional and bilateral organisations in Canada. Contacts with the Canadian International Development Agency (CIDA) will be maintained and strengthened with a view to further extending collaboration between the ILO and CIDA in technical co-operation activities. In addition, the Ottawa Branch Office will continue to: gather and analyse information about social, economic and labour trends in Canada; disseminate information about the activities and goals of the ILO; represent the ILO at conferences and seminars in Canada; promote, sell and distribute ILO publications; recruit experts; and place fellows.

260.53. The Washington Branch Office will continue to maintain and develop relations with government agencies and employers' and workers' organisations, as well as with regional, bilateral and multilateral organisations. It will gather and disseminate information on labour issues, and will continue to provide essential services for ILO technical co-operation activities, such as the recruitment of experts, the acquisition of equipment and the placement of fellows in the United States. It will supervise the sale of all ILO publications in the United States. Resources are provided from programme support income for work relating to the ILO's relations with various international financial institutions based in Washington, particularly the World Bank, in order to actively seek new funding opportunities for the ILO's extra-budgetary operational activities. Continuing efforts in this direction will enhance the ILO's ability to identify opportunities for collaboration, to develop joint programmes, to co-ordinate pre-investment and investment activities and to provide technical advice. This work is closely co-ordinated with that of major programme 150 (Programming and co-ordination of technical co-operation) and other technical major programmes. In comparison with the 1990-91 budget, the regular resources for this programme are decreased by $45,904, mainly as a result of a decrease in rental charges in the Washington Branch Office following a move to smaller premises.

Major Programme 260. Field Programmes in the Americas

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
260.01. REGIONAL MANAGEMENT										
REGIONAL MANAGEMENT	2/00	2/00	343,694	84,397	428,091	-	-	-	-	-
1992-93 TOTALS	**2/00**	**2/00**	**343,694**	**84,397**	**428,091**	-	-	-	-	-
1990-91 TOTALS	**2/00**	**2/06**	**371,540**	**84,397**	**455,937**	-	-	-	-	-
260.02. REGIONAL TECHNICAL PROGRAMMES										
INTERNATIONAL LABOUR STANDARDS	2/00	-	203,184	-	203,184	-	-	-	-	-
EMPLOYMENT AND DEVELOPMENT	14/00	3/00	1,527,288	45,000	1,572,288	2/00	1/00	218,184	-	218,184
TRAINING	4/00	-	406,368	380,000	786,368	-	-	-	-	-
TRIPARTISM	16/00	2/00	1,665,472	69,000	1,734,472	-	-	-	-	-
CONDITIONS OF WORK AND SOCIAL PROTECTION	4/00	-	406,368	-	406,368	-	-	-	-	-
CO-OPERATIVES DEVELOPMENT	4/00	-	406,368	-	406,368	-	-	-	-	-
WOMEN'S QUESTIONS	2/00	-	203,184	-	203,184	-	-	-	-	-
AD HOC ADVISORY SERVICES	4/06	-	457,164	-	457,164	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	5,225,000	5,225,000	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	15/00	468,184	640,000	1,108,184	-	-	-	-	-
1992-93 TOTALS	**52/06**	**20/00**	**5,743,580**	**6,359,000**	**12,102,580**	**2/00**	**1/00**	**218,184**	-	**218,184**
1990-91 TOTALS	**48/06**	**20/00**	**5,337,212**	**6,298,000**	**11,635,212**	**2/00**	**1/00**	**231,264**	**30,000**	**261,264**
260.03. RELATIONS, SERVICE AND SUPPORT										
RELATIONS AND PUBLIC INFORMATION	2/00	-	203,184	17,800	220,984	-	-	-	-	-
LIBRARY AND DOCUMENTATION	-	4/00	60,000	-	60,000	-	-	-	-	-
REGIONAL PROGRAMMING	2/00	6/00	333,184	-	333,184	1/00	-	101,592	-	101,592
ANDEAN AREA UNIT	2/00	3/00	258,184	18,546	276,730		1/00	25,000	-	25,000
PERSONNEL, FINANCE AND ADMINISTRATION	4/00	34/00	972,493	431,266	1,403,759	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	-	203,184	78,500	281,684	-	-	-	-	-
1992-93 TOTALS	**12/00**	**47/00**	**2,030,229**	**546,112**	**2,576,341**	**1/00**	**1/00**	**126,592**	-	**126,592**
1990-91 TOTALS	**12/00**	**46/00**	**2,005,229**	**528,666**	**2,533,895**	-	**2/00**	**62,150**	-	**62,150**
260.04. NETWORK OF OFFICES IN LATIN AMERICA AND THE CARIBBEAN										
OFFICE, BRAZILIA	4/00	10/00	606,368	185,500	791,868	-	-	-	-	-
OFFICE, BUENOS AIRES	4/00	10/00	716,368	267,300	983,668	-	-	-	-	-
OFFICE, MEXICO	4/00	12/00	627,368	263,200	890,568	-	-	-	-	-
OFFICE, PORT OF SPAIN	4/00	16/00	908,368	419,200	1,327,568	-	-	-	-	-
OFFICE, SAN JOSE	4/00	15/00	704,468	255,700	960,168	-	-	-	-	-
1992-93 TOTALS	**20/00**	**63/00**	**3,562,940**	**1,390,900**	**4,953,840**	-	-	-	-	-
1990-91 TOTALS	**20/00**	**63/00**	**3,562,940**	**1,390,900**	**4,953,840**	-	-	-	-	-
260.05. OFFICES IN NORTH AMERICA										
BRANCH OFFICE, OTTAWA	2/00	3/00	297,800	111,300	409,100	-	0/06	8,000	-	8,000
BRANCH OFFICE, WASHINGTON	8/00	4/00	927,380	529,600	1,456,980	2/00	4/00	232,000	-	232,000
1992-93 TOTALS	**10/00**	**7/00**	**1,225,180**	**640,900**	**1,866,080**	**2/00**	**4/06**	**240,000**	-	**240,000**
1990-91 TOTALS	**10/00**	**7/00**	**1,225,184**	**686,800**	**1,911,984**	**2/00**	**4/06**	**240,000**	-	**240,000**

Major Programme 265. Field Programmes in Arab States

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
265.01	REGIONAL MANAGEMENT	2/00	2/00	436,178	38,690	474,868
265.02	REGIONAL TECHNICAL PROGRAMMES AND OPERATIONS IN KUWAIT	16/04	4/00	1,862,136	643,888	2,506,024
265.03	RELATIONS, SERVICE AND SUPPORT	6/00	12/00	1,340,352	210,980	1,551,332
1992-93	**TOTALS**					
	REGULAR BUDGET	24/04	18/00	3,638,666	893,558	4,532,224
	OTHER SOURCES	1/02	-	118,524	7,005	125,529
1990-91	**TOTALS**					
	REGULAR BUDGET	23/02	18/00	3,520,142	901,670	4,421,812
	OTHER SOURCES	2/00	-	203,184	4,025	207,209

265.1. The aim of this major programme is to ensure that ILO activities relating to the Arab States in the Middle East are conceived and carried out in accordance with the needs and wishes of the member States of the region. Taking account of the needs of the region, which is undergoing rapid economic and social change, particular objectives of this major programme for the biennium 1992-93 will be to:

a) improve human resources development infrastructures, with special emphasis on skill development and management, entrepreneurship and vocational training, through the introduction of innovative and advanced systems;
b) improve services and promote activities in the field of vocational rehabilitation in order to cater for the growing needs of constituents in this area;
c) strengthen social security systems, in the light of economic and social changes, so that they can cater for the needs of the growing populations;
d) promote and strengthen services relating to occupational safety and health;
e) maintain relations with government agencies and employers' and workers' organisations.

265.2. The resources for this major programme are increased by some $110,000 under the regular budget. This increase is mainly associated with the addition of 1/00 Professional work-year under programme 265.3 (Relations, service and support) in order to maintain the overall level of resources for the programming and co-ordination of the regional technical co-operation programme.

265.3. In order to avoid undue repetition the activities common to each of the regional major programmes were summarised in the Introduction to the regional major programmes. The text below is mainly limited to a description of certain specific features of this major programme.

265.1. Regional management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	2/00
NON-STAFF COSTS EXCLUDING RBTC	$38,690
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$474,868**
OTHER SOURCES	-

265.4. This programme relates to the management of all the activities carried out under the major programme. Provision is made for the Assistant Director-General in charge of ILO activities in the region, travel credits and secretarial assistance.

265.2. Regional technical programmes and operations in Kuwait

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	16/04
GENERAL SERVICE WORK-YEARS	4/00
NON-STAFF COSTS EXCLUDING RBTC	$191,888
RB TECHNICAL CO-OPERATION (RBTC)	$452,000
TOTAL	**$2,506,024**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	1/02
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	$7,005
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$125,529**
TECHNICAL CO-OPERATION	-

265.5. Full-time regional advisers will be provided in the fields of employment and development, vocational training, vocational rehabilitation, employers' activities, workers' activities, labour administration and legislation and women's questions. Some of the regional advisers will be based in the office in Kuwait together with the necessary General Service support.

Employment and development

265.6. The aim of this subprogramme is to raise the level of employment and manpower utilisation at the national, subregional and regional levels, thus contributing to economic growth, social development and the alleviation of poverty. Technical assistance and technical advisory services will therefore be provided to governments and institutions concerned with employment policies and manpower planning. Emphasis will be placed on upgrading labour market information systems in order to enable planners and policy-makers to formulate appropriate manpower and employment policies and take appropriate measures to: achieve employment objectives; improve manpower and employment forecasting and planning as a decision-making tool for matching labour supply and demand; and assist in monitoring changes in labour markets. Particular attention will also be paid to the impact of the migration of workers on labour markets in labour-sending and labour-receiving countries, with a view to improving the development and use of human resources in the Arab States.

Training

265.7. This subprogramme concerns the work of two regional advisers. The adviser on vocational training will provide advice and assistance for the development of comprehensive training policies and plans, and for the strengthening of training institutions to enable them to adapt their programmes to economic and technological changes. Particular emphasis will be placed on the introduction of modern training systems, the training of young people, training in rural areas, and links between vocational training and entrepreneurship development.

265.8. The adviser on vocational rehabilitation will assist constituents to establish suitable policies and programmes for the vocational rehabilitation of physically and mentally disabled persons. Emphasis will be placed on strengthening the capabilities of the training staff and improving public awareness as regards the social integration of disabled persons.

Tripartism

265.9. The objectives of this subprogramme are to promote tripartism in member States in the region, to strengthen the institutions associated with tripartism, particularly employers' and workers' organisations, and to promote labour legislation and administration.

RACLA and technical advisory services

265.10. The regional adviser on labour administration and legislation will continue to work closely with the Regional Arab Centre for Labour Administration (RACLA) in Tunis, the aims of which are: to promote TCDC among the labour administrations in the region through the exchange of information and expertise; to improve the skills of labour administration officials through training programmes, particularly in the fields of labour inspection, occupational safety and health, employment services, labour statistics, and labour relations and legislation; to improve national labour legislation in the light of international standards; and to strengthen labour administration through advisory services. The activities of RACLA will include technical advisory services, training courses, seminars and fellowships. The adviser will also provide direct assistance and advice to constituents and will promote the ratification and application of international labour standards.

Employers' activities

265.11. The regional adviser on employers' organisations in the region will assist the strengthening of the structure of these organisations and the improvement of the services they provide to their members in order to enable them to fulfil their role as partners in the social and economic development process. Technical advisory services will be provided to assist employers' organisations to determine their priorities and plan their medium- and long-term action. Other activities will include the organisation of seminars and meetings, the dissemination of information on ILO policies and programmes and the provision of training through fellowships and study tours. Particular emphasis will be placed on the development of entrepreneurship and management skills.

Workers' activities

265.12. The regional adviser on workers' activities will seek to strengthen workers' organisations and improve their capacity to participate in social and economic development. Assistance will be provided, in close collaboration with national trade unions, to improve workers' education programmes through meetings and seminars, the dissemination of information on ILO policies and programmes and fellowship programmes. At the regional level, close co-operation will be maintained with the International Confederation of Arab Trade Unions (ICATU) and the Arab Labour Organisation (ALO) and its specialised institutions. Particular attention will be paid to women workers, rural workers and workers in the informal sector.

Women's questions

265.13. The regional adviser on women's questions will provide direct assistance to governments and employers' and workers' organisations, disseminate information on ILO policies and programmes and international labour standards, and will also organise seminars and meetings and assist the preparation of national programmes. Emphasis will be placed on establishing close co-operation with the regional organisations dealing with employment and labour issues in order to assist them to deal with the work-related problems experienced by women.

Ad hoc advisory services

265.14. Provision for 3/04 Professional work-years is made under this subprogramme from the regular budget. These resources will be deployed in a flexible manner, by decision of the regional director, in favour of activities in the fields of working conditions and social protection, management development, small-scale entreprise development and co-operatives.

265.15. Activities in the field of working conditions and social protection are designed to assist member States to develop and improve their programmes and services in the fields of occupational safety and health and social security. Emphasis will be placed on formulating and supporting technical co-operation projects and programmes, in which particular attention will be paid to staff training. Technical advisory services will also be provided and seminars, meetings and fellowship programmes organised.

265.16. Activities in the fields of management development and small entreprise development will include the provision of assistance and advice to governments, and to the institutions concerned, in the design of training policies and systems and in the development and strengthening of training programmes and institutions. Emphasis will be placed on the preparation of technical co-operation projects and the provision of consultancy services for the improvement of managerial skills, supervisory practices, productivity and small enterprise development.

265.17. In the field of co-operatives, emphasis will be given to promoting active participation by vulnerable groups in rural and urban areas in the organisation and management of co-operative enterprises. Particular attention will be paid to the promotion and development of consumer, agriculture, fishing and other co-operatives through the provision of technical advisory services and the organisation of seminars and workshops. Technical co-operation projects will also be formulated and supported.

Technical co-operation

265.18. Projected expenditure on technical co-operation activities from extra-budgetary sources is expected to be about $11.1 million for the Arab States in the Middle East. This will mainly relate to projects on vocational training, vocational rehabilitation, employment promotion and women's activities. Work will also be carried out in the fields of occupational safety and health, social security, hotel and tourism, handicraft development and small-scale enterprise development.

265.19. RBTC resources amounting to $452,000 will be made available to enable this major programme to respond flexibly to requests for assistance from constituents. RBTC resources will be utilised in particular to cover technical advisory services such as the identification and formulation of projects and the organisation of seminars and meetings. They will also be used to finance participation in training courses at the Turin Centre and in other ILO training activities, including some of those held in the Asia and Pacific region.

265.3 Relations, service and support

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	6/00
GENERAL SERVICE WORK-YEARS	12/00
NON-STAFF COSTS EXCLUDING RBTC	$210,980
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$1,551,332**
OTHER SOURCES	-

265.20. The main objectives of this programme are to ensure that ILO activities in the region are properly planned, implemented and followed up and that information on them is appropriately disseminated. Provision is made for the Regional Office for Arab States which will manage all ILO activities in the region and maintain relations with government agencies and employers' and workers' organisations, and with UNDP, the League of Arab States, the Gulf Co-operation Council, the Arab Co-operation Council, the UN Economic and Social Commission for

Western Asia (ESCWA), the Arab Labour Organisation (ALO) and its institutes, the International Confederation of Arab Trade Unions (ICATU), the Follow-up Bureau of the Council of Ministers of Labour and Social Affairs in the Arab Gulf Countries, and other governmental and non-governmental organisations in the region. Relations with the Arab funding institutions such as the Arab Gulf Fund for the United Nations Development Organisations (AGFUND) and the Arab Fund for Economic and Social Development (AFESD) will also be maintained.

265.21. As described in the Introduction to the regional major programmes, this programme is divided into the following subprogrammes: Relations, representation and meetings; Public information and documentation; Regional programming; Personnel, finance and administration; and Programme management and support.

Major Programme 265. Field Programmes in Arab States

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
265.01. REGIONAL MANAGEMENT										
REGIONAL MANAGEMENT	2/00	2/00	436,178	38,690	474,868	-	-	-	-	-
1992-93 TOTALS	**2/00**	**2/00**	**436,178**	**38,690**	**474,868**	-	-	-	-	-
1990-91 TOTALS	**2/00**	**2/00**	**436,178**	**38,690**	**474,868**	-	-	-	-	-
265.02. REGIONAL TECHNICAL PROGRAMMES AND OPERATIONS IN KUWAIT										
EMPLOYMENT AND DEVELOPMENT	2/00	-	203,184	-	203,184	-	-	-	-	-
TRAINING	3/00	-	304,776	-	304,776	1/00	-	101,592	-	101,592
TRIPARTISM	6/00	-	609,552	-	609,552	-	-	-	-	-
WOMEN'S QUESTIONS	2/00	-	203,184	-	203,184	-	-	-	-	-
AD HOC ADVISORY SERVICES	3/04	-	338,640	48,788	387,428	0/02	-	16,932	3,680	20,612
TECHNICAL CO-OPERATION	-	-	-	452,000	452,000	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	-	4/00	202,800	143,100	345,900	-	-	-	3,325	3,325
1992-93 TOTALS	**16/04**	**4/00**	**1,862,136**	**643,888**	**2,506,024**	**1/02**	-	**118,524**	**7,005**	**125,529**
1990-91 TOTALS	**16/02**	**4/00**	**1,845,204**	**649,780**	**2,494,984**	**1/00**	-	**101,592**	**3,325**	**104,917**
265.03. RELATIONS, SERVICE AND SUPPORT										
RELATIONS, REPRESENTATION AND MEETINGS	0/11	1/06	184,476	21,200	205,676	-	-	-	-	-
PUBLIC INFORMATION AND DOCUMENTATION	2/03	1/06	319,932	74,240	394,172	-	-	-	-	-
REGIONAL PROGRAMMING	1/04	2/00	257,256	5,300	262,556	-	-	-	-	-
PERSONNEL, FINANCE AND ADMINISTRATION	1/00	5/00	406,092	99,640	505,732	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	0/06	2/00	172,596	10,600	183,196	-	-	-	-	-
1992-93 TOTALS	**6/00**	**12/00**	**1,340,352**	**210,980**	**1,551,332**	-	-	-	-	-
1990-91 TOTALS	**5/00**	**12/00**	**1,238,760**	**213,200**	**1,451,960**	**1/00**	-	**101,592**	**700**	**102,292**

Major Programme 270. Field Programmes in Asia and the Pacific

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
270.01	REGIONAL MANAGEMENT	2/00	2/00	353,694	70,097	423,791
270.02	REGIONAL TECHNICAL PROGRAMMES	45/00	20/00	4,946,640	6,331,600	11,278,240
270.03	RELATIONS, SERVICE AND SUPPORT	16/00	51/00	2,688,972	838,766	3,527,738
270.04	NETWORK OF OFFICES	31/00	128/00	5,619,500	2,146,065	7,765,565
1992-93	**TOTALS**					
	REGULAR BUDGET	94/00	201/00	13,608,806	9,386,528	22,995,334
	OTHER SOURCES	2/00	34/00	672,382	18,337	690,719
1990-91	**TOTALS**					
	REGULAR BUDGET	89/00	201/00	13,100,846	9,304,128	22,404,974
	OTHER SOURCES	5/04	20/00	891,774	65,834	957,608

270.1. ILO activities in Asia and the Pacific will be guided by the conclusions and resolutions adopted at successive Asian regional conferences and by the ILO Medium-Term Plan 1990-95. In addition to the objectives that are common to all regional major programmes, emphasis will be placed on the development of human resources during a period of rapid technological change. This will involve the promotion of skills training in all sectors; management and entrepreneurship development and training; employment policy formulation; and labour administration. Particular emphasis will be placed on horizontal co-ordination between the various programmes and on increased flexibility in planning activities in the region by providing for ad hoc and short-term technical advisory services.

270.2. In order to achieve these objectives, the activities of the major programme will include: the development and management of all ILO activities in the region; the provision of technical advice and technical co-operation; the collection, analysis and dissemination of information on economic and social conditions; the dissemination of information on the ILO; the maintenance of relations with government agencies and employers' and workers' organisations; and collaboration with UNDP resident co-ordinators and with other donor agencies and institutions. The ILO will also liaise with many regional bodies, including the UN Economic and Social Commission for Asia and the Pacific (ESCAP), the Asian Development Bank (ADB), the Association of South-East Asian Nations (ASEAN), the South Pacific Commission (SPC), and the South Pacific Bureau for Economic Co-operation (SPEC).

270.3. ILO activities will be carried out during the biennium 1992-93 by a network of nine offices, 20 regional advisers, three regional centres (including a centre for labour administration located within the regional office) and the regional team on labour and population. In close co-ordination with the regional office, these regional centres and teams will conduct specialised research and training, provide technical advice and design technical co-operation projects with particular emphasis on technical co-operation among developing countries (TCDC).

270.4. The resources provided to this major programme are to be increased by $590,360 in real terms. The proposals reflect a reorganisation of the regional department's management structure and some adjustments in regional priorities. There is a slight increase in the resources provided under programme 270.2 (Regional technical programmes) with provision for strengthened programme co-ordination through the establishment of a second deputy regional director's position with responsibility for regional technical programmes. The integration of ARPLA into the regional office forms part of this streamlining of the management of the regional department, leading to an economy of 2/00 Professional work-years. Additional provision is made for a full-time adviser on vocational rehabilitation. RBTC resources will amount to $5,806,000 including an increase of $86,000 as compared to 1990-91.

270.5. A decrease of some $267,000 is shown under this major programme in Programme Support Income resources. This allocation will amount to $690,719 and has been distributed between programme 270.3 (Relations, service and support) and 270.4 (Network of offices) where a particular effort is made to strengthen the regional structure through the establishment of seven new local General Service positions in different ILO offices.

270.6. Many of the activities of the regional major programmes are common to all the regions. In order to avoid undue repetition, these are summarised in the Introduction to the Regional Major Programmes. The text that follows is therefore limited to a description of the specific features of this major programme.

270.1. Regional management

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	2/00
NON-STAFF COSTS EXCLUDING RBTC	$70,097
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$423,791**
OTHER SOURCES	-

270.7. This programme covers the general management and co-ordination of all activities carried out under the major programme. Provision is made for the Assistant Director-General in charge of ILO activities in the region, together with travel resources and secretarial support, consisting of a full-time secretary in Bangkok.

270.2. Regional technical programmes

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	45/00
GENERAL SERVICE WORK-YEARS	20/00
NON-STAFF COSTS EXCLUDING RBTC	$525,600
RB TECHNICAL CO-OPERATION (RBTC)	$5,806,000
TOTAL	**$11,278,240**
OTHER SOURCES	-

270.8. Provision is made under this programme to cover a new position of Deputy Director (Regional technical programmes), with the responsibilities mentioned in the Introduction to the Regional Major Programmes. Provision is also made for 20 regional advisers, distributed by technical field as follows: international labour standards (1); employment and development (3); training (6); tripartism (5); working conditions and social protection (3); co-operatives development (1); and women's questions (1).

International labour standards

270.9. The regional adviser on international labour standards will maintain close relations with governments and with employers' and workers' organisations on standards and related matters and will provide technical advice and assistance to meet their needs through study courses and national and regional seminars. Assistance will also be provided for the translation of ILO instruments into local languages. Regional symposia will be organised on selected topics and briefings will be provided to ILO field staff with a view to ensuring that ILO standards receive due priority in their activities. This work will be carried out in close collaboration with major programme 50 (International labour standards and human rights). Particular attention will be paid to the links between international labour standards and technical co-operation activities.

Employment and development

270.10. The general objective of this subprogramme is to contribute towards attaining higher levels of employment and the satisfaction of basic needs. More specifically, the aim of the subprogramme is to: enhance national capacity for the design and implementation of policies for employment generation and poverty alleviation; promote strategies for employment and development which are sufficiently flexible to achieve structural changes and adjustment; promote policies and programmes for employment promotion in urban and rural areas and in the informal sector; and support the development of organisations, initiatives and self-help schemes designed to generate employment and income among the poorest and most vulnerable groups. These activities will be carried out in collaboration with major programme 60 (Employment and development). Regular budget resources are provided under this subprogramme for the financing of the position of director of ARTEP, one manpower planning adviser, one adviser for migrant workers and one construction technology and management adviser.

Asian Regional Team for Employment Promotion (ARTEP)

270.11. ARTEP began to establish an Asian network of human resource development planning institutes some years ago with UNDP support. The basic objectives of the network are: to improve the quality of human resource planning and utilisation; strengthen technical co-operation; and encourage the exchange of information about country experiences between institutes in the region. Membership of the network has risen from the initial 11 institutes to 150, covering 14 countries in the region. In the biennium 1992-93, the network will concentrate on training courses and training material, and on promoting direct co-operation between member institutes in different countries. The experience gained in national human resource planning projects, such as those in Malaysia and Pakistan, will be used to develop these activities.

270.12. The subject of adjustment and growth with minimum social cost will figure prominently at the Eleventh Asian Regional Conference, to be held in December 1991, which will review the relationship between employment, training and structural change. As a follow-up to this Conference, ARTEP will examine the roles that can be played by training, education and labour market policies in enhancing the capacity of Asian economies to adjust to new opportunities. The findings of enterprise-level studies on restructuring will be used in co-operation with workers' organisations with regard to training. Work on the causes and effects of differences between the demand for, and supply of, certain skills will be continued and will focus on the identification of practical measures to reduce such differences. Country-level studies will be undertaken to determine the optimal level of investment in human development and its role in the economic growth process. The results of this work will be used in advisory services to member States.

270.13. Previous ARTEP studies of the role of women in the labour market have shown that, although the level of female participation in gainful employment has increased, women are concentrated in lower-paid jobs to an increasing degree. Studies have been undertaken in 1990-91 to identify cases in which successful attempts had been made to deviate from this pattern. In the biennium 1992-93 the findings of these studies will be used, through advisory services, information dissemination and group training, to: promote innovative career development patterns for women at the enterprise level; encourage the social partners to try new approaches in order to enhance employment and income opportunities for women; and formulate policies at the national level to achieve these objectives.

270.14. The centrepiece of ARTEP's work on small enterprises and self-employment is the Clearing-House of Information on Improved Technology for Cottage Industries, established in 1988 to bring together small and cottage industry agencies at the national and regional levels throughout Asia. Work on employment generation and technology upgrading in non-farm rural enterprises will be continued. These activities will involve the evaluation of current programmes, the development of policy advice for agencies and governments, and the execution of pilot projects with individual enterprises in order to assist them to overcome difficulties caused by a lack of technology or skills or by institutional obstacles.

270.15. ARTEP has established regular contacts with urban planning institutes in some of the major urban areas in Asia. Studies have been undertaken on how integrated social, physical and economic planning can enhance employment creation and the utilisation of human resources. In the biennium 1992-93, this work will be expanded and advice will be provided to municipal planning and labour administration bodies in some of Asia's largest cities. ARTEP will also continue to assist member States to strengthen their capacity for employment generation and manpower planning, and to promote the more efficient utilisation of human resources in the region. Other activities will include: training programmes for the staff members of institutes and government officials, the preparation of technical reports, the provision of policy advice, and the technical backstopping of national and inter-country projects.

270.16. Activities will be undertaken to promote self-employment and the development of very small enterprises, in order to provide more opportunities for the growing number of young people entering the labour market, both in the urban and rural informal sector. Studies will be carried out on the growth potential of very small enterprises in order to identify the most appropriate ways of providing assistance to them. A framework will be developed for ILO assistance and advisory services in this field and activities will be undertaken in collaboration with government agencies and non-governmental organisations concerned with the promotion of small enterprises at the national and local levels.

Manpower planning

210.17. The manpower planning adviser attached to ARTEP will continue to assist member States to strengthen their capacity for employment generation and manpower planning, and to promote the more efficient utilisation of human resources in the region. Under the Asian Human Resources Development Network, training programmes will be organised for the staff members of institutes and government officials. The preparation of technical reports, the provision of policy advice, and the technical backstopping of national and inter-country projects will be continued.

Migrant workers

270.18. The regional adviser will provide assistance in order to improve national policies and procedures for the protection of migrant workers, particularly in view of the growing mobility of Asian workers, the numbers of workers employed overseas and the role of private agents in organising migration. The problem of protecting illegal migrant workers will continue to be major issues for Asian countries of origin and host countries. Return migration flows are also expected to increase significantly the demand for migrant workers shifts to different occupations and countries. Support will therefore be provided for national and regional technical co-operation projects concerning overseas employment. Specific training programmes in fields such as entrepreneurship and small enterprise development will be designed for returning migrants.

Construction technology and management

270.19. The regional adviser in the field of construction technology and management will be responsible for: advisory services on the selection of appropriate technologies for public works and other construction programmes; advice to governments on raising the productivity of labour-intensive public works through improved management; training courses on appropriate technologies; and technical co-operation projects designed to promote the use of diverse technologies. Specific assistance, in the form of training workshops and technical co-operation projects, will also be provided to improve the performance of small-scale contractors in the construction industry. Emphasis will be placed on promoting safety and health in construction. These activities will be supported by major programmes 60 (Employment and development) and 70 (Training).

Training

270.20. The objective of this subprogramme is to contribute to the economic and social development of the countries in the region through the provision of adequate vocational and management training, the development of entrepreneurship, the strengthening of small enterprises and vocational rehabilitation. More specifically, the aim of the subprogramme will be to: improve access to information on all aspects of training and promote the exchange of information on national training policies between countries in the region; develop rural vocational training systems; promote comprehensive national training policies and improved training systems; design training programmes to improve management performance; and enhance awareness of the role of small enterprises in national development. Six regional adviser positions and the director of APSDEP are to be funded by the regular budget. The activities covered by this subprogramme will be undertaken in close co-operation with major programmes 70 (Training) and 75 (Turin Centre).

Asia and Pacific Skills Development Programme (APSDEP)

270.21. To ensure closer co-ordination with other ILO activities in the region, the Asian and Pacific Skills Development Programme (APSDEP) is to be located in Bangkok. Its administrative and support services will be merged with those of the regional office. Taking account of the structural and technological changes taking place in the region, the main emphasis of APSDEP's activities will be in the areas of policy formulation and improving the effectiveness of vocational training systems to respond to national development priorities, particularly those related to employment promotion. APSDEP's clearing-house function, including its activities under the Asian and Pacific Skill Development Information Network (APSDIN) will be maintained. However, its documentation and information services will be integrated with those of the regional office. Emphasis will be placed on research and development work in vocational training as a basis for technical advisory services. New activities, directed primarily towards policy-makers and training system managers, will be undertaken in the areas of: training for advanced technology; training for self-employment and the informal sector; training for programme evaluation; and research and developmental work on vocational training. Various forms of technical co-operation among national training agencies will be promoted. APSDEP will collaborate closely with the Turin Centre, the Colombo Plan Staff College for Technician Education and other institutions working in the field of human resources development. Efforts will be made to undertake joint activities, such as research, consultancy services, and national and sectoral reviews, with other regional centres and the regional advisers.

Vocational training

270.22. Two regional advisers will provide assistance and advice on: the design and implementation of training policies that respond to current needs for occupational skills; the adjustment of training programmes and institutions to meet emerging needs for new skills resulting from technological progress; and, in particular, ways in which the responsibility for skill development can be shared between governments and public and private enterprises. Other activities will include the preparation of technical co-operation projects relating to all aspects of vocational training, including conventional and advanced technologies and rural vocational training; the organisation of national, regional and sectoral training programmes; the preparation of papers and reports on key aspects of vocational training; the provision of consultancy services on the planning and implementation of training programmes; and the design of appropriate training delivery systems. Joint activities will continue to be undertaken with the World Bank and the Asian Development Bank, especially in the fields of policy dialogue, sectoral reviews, fellowships and the technical backstopping of loan and technical assistance projects.

Rural vocational training

270.23. The regional adviser on rural vocational training will focus on the development of skills in the non-agricultural sector and on the design of vocational training systems that promote rural employment and development. Assistance will be directed towards: increasing the knowledge and competence of member States in the analysis of training needs and skills relating to rural non-farm occupations; developing appropriate training methods for the delivery of training in rural areas, and to the least literate workers; improving the efficiency and effectiveness of rural training systems through the training of trainers; developing and adapting training materials suitable for use with illiterate or semi-literate persons; promoting appropriate technologies through skills training; and assisting rural youth and other disadvantaged groups to acquire skills and obtain gainful employment.

Vocational rehabilitation

270.24. Resources are also provided for a full-time adviser on the vocational rehabilitation of disabled persons, including persons with drug-related problems. The activities of the adviser will be directed towards: assisting member States to develop and improve vocational rehabilitation and employment policies and programmes for the disabled; preparing technical co-operation projects relating to the vocational rehabilitation and employment of the disabled; organising national and regional training programmes;

developing regional programmes to encourage and facilitate regional collaboration; and analysing, developing and disseminating relevant information to member States. The regional adviser will work closely with other ILO programmes to promote the integration of disabled persons into regular training and employment programmes.

Management development

270.25. A regional adviser will provide technical assistance to national institutions and advisory services to public and private enterprises and governments. Particular emphasis will continue to be placed on: the design and introduction of training systems and programmes to improve supervisory practices; the provision of technical assistance to national institutions involved in management development; and the development and strengthening of institutions and programmes for the enhancement of productivity. The issue of improving productivity will also be addressed by other regional advisers in the fields of workers' activities, industrial relations, occupational safety and health, and working conditions.

Small-scale enterprises

270.26. The focus of the work of the regional adviser will be how to define and implement an effective approach to the development of entrepreneurship and small enterprises using local skills and resources so as to contribute to employment generation and economic growth. Activities will also be undertaken to improve the ability of managers of small-scale enterprises to take advantage of commercial opportunities and manage an enterprise efficiently. Particular emphasis will be placed on exposed groups such as young people and women. The regional adviser will work closely with ARTEP, APSDEP and the other regional advisers concerned.

Tripartism

270.27. The general objective of this subprogramme is to strengthen the institutions of the social partners, particularly as regards labour legislation, labour administration and employers' and workers' organisations. Activities under this subprogramme will be conducted in close collaboration with major programmes 80 (Industrial relations and labour administration), 225 (Employers' activities) and 230 (Workers' activities).

Asian and Pacific Regional Centre for Labour Administration (ARPLA)

270.28. The Asian and Pacific Regional Centre for Labour Administration (ARPLA) will continue its work to enhance the effectiveness of labour administration systems in the region. ARPLA will be integrated into the regional office in order to facilitate co-ordination with the regional technical advisory services. It will provide assistance to national labour administration systems with the aim of improving the management of the available resources to reduce the gap between labour laws and practices, and promoting the principles of equality of treatment and tripartite consultation. Activities will include the provision of training and advisory services in: labour administration management; computer applications; the use of economic data to formulate labour policies and monitor their implementation; and the extension of employment services to the self-employed, women and the disabled. Emphasis will be placed on enhancing the effectiveness of tripartite consultations and promoting self-regulatory approaches for labour inspection and compliance with labour laws. These activities will include the provision of assistance to employers and workers in small and medium-sized establishments in order to assist in the implementation of labour laws. Training will be provided in the fields of: minimum wages, labour inspection with respect to the hazards posed by new technologies, and the working conditions of special categories of workers.

270.29. A review will be conducted of labour laws and policies in the region. Special attention will be given to issues such as the right to organise, union recognition, the question of multiple unions at the workplace, wage levels, different forms of atypical employment, and the prevention and settlement of disputes. This review will be designed to support practical activities aimed at: promoting labour-management co-operation for improved productivity; minimising the adversarial and confrontational aspects of industrial relations; strengthening the tripartite approach; promoting and assisting various forms of workers' participation, information sharing and joint consultation; encouraging the development and application of effective conciliation and arbitration procedures for the settlement of labour disputes; analysing industrial relations in the public service; and promoting profit-sharing schemes. The regional adviser on labour law and labour relations will be fully associated with these activities.

Employers' activities

270.30. The regional adviser in the field of employers' activities will seek to improve the management and structure of employers' organisations, increase their capacity to contribute to national policy-making and encourage them to widen the scope of their services and activities. Particular attention will be given to the areas of: human resource management; vocational training; environmental management; productivity improvement; the improvement of working conditions; the integration of women into economic activities; international labour standards; and employment generation. Priority will also be given to training in industrial relations.

Workers' activities

270.31. Three regional advisers in the field of workers' activities will provide technical assistance to workers' organisations, including rural workers' organisations, to enable them to carry out more effectively their educational and other traditional functions, and to strengthen their participative role in the development process. Emphasis will be placed on:

improving workers' access to welfare facilities; increasing income and employment levels; increasing access to education and training; and promoting the involvement of women and young people in trade union activities and in the development process. Attention will be paid to promoting greater awareness of international labour standards and disseminating information on the ILO in general. Efforts will be made to enhance the role of workers' organisations in occupational safety and health, environmental issues, and in the promotion of equal opportunity and treatment in employment for men and women. Work will continue to be directed towards developing the research capabilities of trade unions, supporting them in collective bargaining and guiding their response to structural adjustment, employment issues and legislative changes. Activities will also continue to focus on promoting participatory organisations of rural workers and unorganised workers. Workers' education materials and publications will continue to be produced and disseminated.

Working conditions and social protection

270.32. The objectives of this subprogramme include the improvement of occupational safety and health, working conditions, welfare facilities and social security in the region. The activities of the subprogramme will be supported by major programmes 90 (Working conditions and environment) and 110 (Social security).

Occupational safety and health

270.33. In the field of occupational safety and health, special attention will be paid to basic policy instruments and those concerning the most common and important safety and health problems. The regional adviser will carry out a wide range of activities to assist governments and employers' and workers' organisations to improve workers' protection from occupational accidents and diseases. These will focus on: providing assistance to prevent accidents of major proportions which endanger the workplace and the community (major hazards control); preventing widespread work-related diseases; promoting the development of occupational health services; promoting worker protection in specific hazardous industries such as construction, agriculture, and mining; and promoting the safe use of chemicals.

Conditions of work and welfare facilities

270.34. In the field of conditions of work and welfare facilities, the regional adviser will seek to promote the implementation of relevant international labour standards, especially the instruments on child labour and on important aspects of social policy, such as welfare facilities for workers and workers with family responsibilities. Activities will focus on: promoting the enforcement of laws and regulations that prohibit child labour and enhance the protection and access to education and welfare facilities of working children; promoting better working conditions in small and medium-sized enterprises; and assisting workers with alcohol and drug-related problems.

Social security

270.35. The activities carried out in this field will continue to respond to requests for advice and assistance for the further development of social security protection. The regional adviser will give particular attention to: expanding collaboration with the social partners; improving the organisation and administration of existing schemes; strengthening income protection in old age; and extending the coverage of schemes, in terms of both contingencies and population categories. Emphasis will be placed on the development of health insurance schemes, in full co-ordination with national health policies. Some activities will be carried out in collaboration with the WHO, the World Bank and the Asian Development Bank. Work will be undertaken to support the reorganisation of maternity benefits in order to avoid discrimination against women workers. The ratification of international labour standards on social security will be promoted through technical co-operation activities. Attention will also be paid to improving the social security coverage of migrant workers. Other activities will include the planning and implementation of training courses, assistance in the establishment of social security training institutes, and an extensive fellowships programme.

Co-operatives development

270.36. Co-operatives development continues to be accorded a high priority in many member States in the region, as a means of directing resources and services to low-income families in rural and urban areas. Provision is made for a full-time regional adviser on co-operatives. Advice and assistance will be provided to governments, co-operative organisations and trade unions on co-operative development policies and programmes. Specific activities will include: the preparation and backstopping of technical co-operation projects and other regional activities; the preparation of papers, reports and lectures on the development of co-operatives and rural institutions; and the strengthening of co-operation with other international and regional organisations involved in co-operative development. These activities will be carried out in collaboration with programme 100.5 (Co-operatives).

Women's questions

270.37. The importance of activities for women workers was emphasised by the Tenth Asian Regional Conference in 1985 and a further impetus was given by the ILO Plan of Action on Equality of Opportunity and Treatment for Men and Women in Employment. The regional adviser's objectives will be to: promote the integration of women's concerns into all ILO activities; strengthen the policies and programmes of ILO constituents in this field; promote tripartism; and assist the non-governmental organisations concerned. This will involve supporting ongoing projects and promoting new ones, with particular emphasis on: increasing access to employment, credit and training; improving the quality of work, life and social protection; and organising women in trade unions and self-help organisations.

Technical co-operation

270.38. Projected expenditure from extra-budgetary sources is expected to be about $61 million for technical co-operation in Asia and the Pacific. Activities will be concentrated on employment promotion and human resource development programmes such as vocational training, the development of small and cottage industries, rural public works, manpower planning and employment services, appropriate technology and technology policy, and the promotion of co-operatives and rural workers' organisations. Technical co-operation and advisory services will shift towards areas such as: the urban informal sector and very small enterprises; skill upgrading under conditions of rapid technological change; productivity improvement in the public sector; entrepreneurship and small enterprise development, especially for returning migrants and young workers; rural employment creation in the non-farm sector; health and safety at the workplace, especially in the chemical, mining and construction sectors; and health insurance schemes. More emphasis will be given to an inter-disciplinary and integrated approach to programme formulation and implementation. Further collaboration will be sought with the World Bank and the Asian Development Bank in relation to loan programmes and technical co-operation, especially in the fields of vocational training, small enterprise development, rural employment creation, transport technology and fellowships. TCDC activities to promote regional co-operation through fellowships, seminars and study tours will be strengthened and the involvement of participating countries will be increased.

270.39. Out of the RBTC resources of $5,806,000 some $2.0 million will be used to support the regional centres (ARTEP, APSDEP and ARPLA). The Labour and Population Team for Asia and the Pacific (LAPTAP), funded by the United Nations Fund for Population Activities (UNFPA), will continue to be provided with support from RBTC funds for the population and family welfare programmes for employers' and workers' organisations. RBTC funds will be used to support a range of regional and pilot activities in areas such as: women and young workers; international labour standards; the informal sector; programme development; and regional fellowship programmes.

270.40. RBTC resources will also be used to create more flexibility in the provision of regional technical advisory services. Two work-years will be provided for ad hoc advisory services to meet needs which arise during the biennium, including areas such as tripartism and the hotel and tourism sector and environment. One work-year (previously under programme support income) is earmarked for advisory services by ARTEP on rural industries and technology, and one work-year (previously under programme support income) is provided for co-operatives development to complement the resources allocated under the regular budget. RBTC resources will also continue to cover advisory services on labour statistics and household surveys, in respect of which the adviser will also work in collaboration with the Economic and Social Commission for Asia and the Pacific (ESCAP) and the National Household Survey Capability Programme of the United Nations.

Programme management and support

270.41. Under this heading is included the position of deputy director responsible for technical programmes, together with provision for nine secretarial positions and mission credits for technical advisory services.

270.3. Relations, service and support

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	16/00
GENERAL SERVICE WORK-YEARS	51/00
NON-STAFF COSTS EXCLUDING RBTC	$838,766
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$3,527,738**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	13/00
NON-STAFF COSTS	$18,337
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$514,567**
TECHNICAL CO-OPERATION	-

270.42. Provision is made under this programme for the services that are made available to the region as a whole. The main objectives of the programme are to ensure: that ILO activities in the region are properly planned, co-ordinated, implemented and followed up; that the regional major programme reflects the needs of ILO constituents in the region; and that these constituents and the public are informed of ILO objectives and activities. Liaison is maintained with major programme 265 (Field programmes in Arab States) in relation to regional meetings.

270.43. The work covered by this programme is divided into the following subprogrammes: Relations and public information; Library and documentation; Economic analysis and regional programming; Area office operations; Personnel finance and administration; and Programme management and support.

270.44. The functions under the Bangkok area office operations include: co-ordinating ILO co-operation with the UN High Commissioner for Refugees, the UN Border Relief Operation and non-governmental organisations concerned with refugees and displaced persons; and liaising with the Interim Mekong Committee and other international and non-governmental organisations concerned with the reconstruction and development of Cambodia and other countries in the subregion. Provision is made under the Area office operations subprogramme for a second full-time Professional position to strengthen the management and development of ILO activities, including technical co-operation, relations with tripartite constituents and international labour standards, in countries in the region not covered by any other ILO office. Activities in these countries have expanded rapidly and projected expenditure from extra-budgetary sources on technical co-operation activities in 1992-93 is expected to be over $7.5 million.

270.45. Provision is made under the Programme management and support subprogramme for a deputy director responsible for operations and management in the regional department, for secretarial assistance and travel resources. This includes resources of $36,600 for one meeting of directors of ILO offices in the region, with the participation of the directors of regional centres and headquarters officials.

270.4. Network of offices

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	31/00
GENERAL SERVICE WORK-YEARS	128/00
NON-STAFF COSTS EXCLUDING RBTC	$2,146,065
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$7,765,565**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	-
GENERAL SERVICE WORK-YEARS	21/00
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$176,152**
TECHNICAL CO-OPERATION	-

270.46. Provision is made under this programme for offices in: Beijing, Colombo, Dhaka, Islamabad, Jakarta, Manila, New Delhi, Suva and Tokyo. To meet the need for strengthened programme management and development at the country level, including co-ordination between different technical programmes, provision is made for the reinforcement of several ILO offices in the region through an increase of 14/00 General Service work-years funded from programme support income and distributed among the Beijing, Colombo, New Delhi and Suva offices and 1/00 Professional work-year funded from the regular budget for the New Delhi office.

Major Programme 270. Field Programmes in Asia and the Pacific

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
270.01. REGIONAL MANAGEMENT										
REGIONAL MANAGEMENT	2/00	2/00	353,694	70,097	423,791	-	-	-	-	-
1992-93 TOTALS	**2/00**	**2/00**	**353,694**	**70,097**	**423,791**	-	-	-	-	-
1990-91 TOTALS	**2/00**	**2/00**	**353,694**	**70,097**	**423,791**	-	-	-	-	-
270.02. REGIONAL TECHNICAL PROGRAMMES										
INTERNATIONAL LABOUR STANDARDS	2/00	-	203,184	-	203,184	-	-	-	-	-
EMPLOYMENT AND DEVELOPMENT	8/00	1/00	824,736	13,200	837,936	-	-	-	-	-
TRAINING	14/00	1/00	1,433,288	13,200	1,446,488	-	-	-	-	-
TRIPARTISM	10/00	-	1,015,920	-	1,015,920	-	-	-	-	-
WORKING CONDITIONS AND SOCIAL PROTECTION	6/00	-	609,552	-	609,552	-	-	-	-	-
CO-OPERATIVES DEVELOPMENT	1/00	-	101,592	-	101,592	-	-	-	-	-
WOMEN'S QUESTIONS	2/00	-	203,184	-	203,184	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	5,806,000	5,806,000	-	-	-	-	-
PROGRAMME MANAGEMENT AND SUPPORT	2/00	18/00	555,184	499,200	1,054,384	-	-	-	-	-
1992-93 TOTALS	**45/00**	**20/00**	**4,946,640**	**6,331,600**	**11,278,240**	-	-	-	-	-
1990-91 TOTALS	**43/00**	**20/00**	**4,743,456**	**6,245,600**	**10,989,056**	**2/04**	-	**237,048**	**23,356**	**260,404**
270.03. RELATIONS, SERVICE AND SUPPORT										
RELATIONS AND PUBLIC INFORMATION	2/00	2/00	243,184	69,381	312,565	-	-	-	-	-
LIBRARY AND DOCUMENTATION	-	4/00	100,000	16,800	116,800	-	-	-	-	-
ECONOMIC ANALYSIS AND REGIONAL PROGRAMMING	2/06	2/00	293,980	14,300	308,280	1/06	6/00	287,194	-	287,194
AREA OFFICE OPERATIONS	4/00	6/00	546,368	17,600	563,968	0/06	7/00	209,036	12,187	221,223
PERSONNEL, FINANCE AND ADMINISTRATION	5/06	35/00	1,262,256	670,085	1,932,341	-	-	-	6,150	6,150
PROGRAMME MANAGEMENT AND SUPPORT	2/00	2/00	243,184	50,600	293,784	-	-	-	-	-
1992-93 TOTALS	**16/00**	**51/00**	**2,688,972**	**838,766**	**3,527,738**	**2/00**	**13/00**	**496,230**	**18,337**	**514,567**
1990-91 TOTALS	**14/00**	**51/00**	**2,485,788**	**817,631**	**3,303,419**	**2/00**	**13/00**	**475,784**	**29,978**	**505,762**
270.04. NETWORK OF OFFICES										
OFFICE, BEIJING	6/00	2/00	669,552	234,650	904,202	-	4/00	26,800	-	26,800
OFFICE, COLOMBO	2/00	8/00	261,884	41,100	302,984	-	6/00	26,096	-	26,096
OFFICE, DHAKA	2/00	26/00	374,684	106,000	480,684	-	-	-	-	-
OFFICE, ISLAMABAD	2/00	16/00	449,684	124,455	574,139	-	2/00	34,400	-	34,400
OFFICE, JAKARTA	4/00	16/00	635,868	120,410	756,278	-	-	-	-	-
OFFICE, MANILA	2/00	14/00	381,684	108,100	489,784	-	-	-	-	-
OFFICE, NEW DELHI	3/00	22/00	538,276	247,250	785,526	-	7/00	57,456	-	57,456
OFFICE, SUVA	4/00	12/00	562,868	162,150	725,018	-	2/00	31,400	-	31,400
OFFICE, TOKYO	6/00	12/00	1,745,000	1,001,950	2,746,950	-	-	-	-	-
1992-93 TOTALS	**31/00**	**128/00**	**5,619,500**	**2,146,065**	**7,765,565**	-	**21/00**	**176,152**	-	**176,152**
1990-91 TOTALS	**30/00**	**128/00**	**5,517,908**	**2,170,800**	**7,688,708**	**1/00**	**7/00**	**178,942**	**12,500**	**191,442**

Major Programme 280. Field Programmes in Europe

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

PROGRAMME	TITLE	WORK-YEARS/MONTHS		U S DOLLARS		
		PROFESSIONAL	GENERAL SERVICE	STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
280.01	REGIONAL MANAGEMENT, RELATIONS AND SUPPORT	5/00	6/00	901,824	69,700	971,524
280.02	REGIONAL TECHNICAL PROGRAMMES	1/00	-	101,592	345,000	446,592
280.03	NETWORK OF OFFICES	24/00	38/00	3,269,252	1,258,970	4,528,222
1992-93	**TOTALS**					
	REGULAR BUDGET	30/00	44/00	4,272,668	1,673,670	5,946,338
	OTHER SOURCES	3/00	13/00	816,592	-	816,592
1990-91	**TOTALS**					
	REGULAR BUDGET	27/00	44/06	4,119,376	1,637,310	5,756,686
	OTHER SOURCES	3/00	13/00	677,592	-	677,592

280.1. The objectives of this major programme are to ensure that ILO activities relating to the European region are planned and carried out in accordance with the wishes and needs of the member States in the region and to facilitate and enhance relations between the ILO and its European constituents. The attainment of these objectives requires the constant assessment of economic, social and labour trends, the co-ordination and support of activities in various technical major programmes, the maintenance and strengthening of relations with governments and employers' and workers' organisations in the region and the dissemination of information. In addition, through its network of offices, the major programme provides services to headquarters departments in such matters as relations with governments and employers' and workers' organisations, the recruitment of experts, the placement of fellows, sales of publications and the dissemination of information.

280.2. A specific and important function of this major programme is to play a co-ordinating and supporting role in relation to the regional technical activities in Europe, which have increased considerably in respect of Central and Eastern Europe. In acknowledgement of the increasing technical work of this major programme, in this and other respects, this description of activities has been reorganised to include a new programme 280.2 (Regional technical programmes).

280.3. The regular budget resources for this major programme have been increased by a total of some $190,000. This total results from: an increase of some $220,000, including an additional $98,280 in RBTC resources, under programme 280.2 (Regional technical programmes); a decrease of some $8,000 under programme 280.1 (Regional management, relations and support); and a decrease of some $97,000 under programme 280.3 (Network of offices), which is partly offset by a provision of $75,000 for a full-time press officer in the Moscow Branch office and for the printing of the Russian language version of ILO Information in the USSR. This latter provision previously appeared under major programme 235 (Public information).

280.4. Many of the activities of this major programme are common to all the regions. In order to avoid undue repetition, these are summarised in the Introduction to the Regional Major Programmes. The text that follows is therefore limited to a description of the specific features of this major programme.

280.1. Regional management, relations and support

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	5/00
GENERAL SERVICE WORK-YEARS	6/00
NON-STAFF COSTS EXCLUDING RBTC	$69,700
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$971,524**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	1/00
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$101,592**
TECHNICAL CO-OPERATION	-

280.5. Provision is made under this programme for the general management and co-ordination of all activities carried out under the major programme. A related function is to ensure that governments and employers' and workers' organisations are informed about ILO activities and that ILO activities in Europe are properly co-ordinated with those of other UN organisations, in particular the UN Economic Commission for Europe, and intergovernmental organisations dealing with economic and labour matters in Europe (European Communities, CMEA, OECD, Council of Europe and the Nordic Council). This programme also includes activities to promote the ratification and application of international labour standards and work relating to the promotion of technical co-operation activities in the region.

280.2. Regional technical programmes

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	1/00
GENERAL SERVICE WORK-YEARS	-
NON-STAFF COSTS EXCLUDING RBTC	$20,000
RB TECHNICAL CO-OPERATION (RBTC)	$325,000
TOTAL	**$446,592**
OTHER SOURCES	-

280.6. The objective of this programme is to provide technical advice and assistance to constituents, mainly in Central and Eastern European countries, Southern European countries, such as Turkey and Cyprus, and in Afghanistan and the Islamic Republic of Iran. The latter two countries are attached to the European region for the administration of technical co-operation activities. The main activities will consist of the identification, formulation and implementation of technical co-operation projects, the provision of technical advice on an ad hoc basis, and the organisation of seminars, round tables, study tours and training courses in collaboration with the Turin Centre.

Ad hoc advisory services

280.7. The resources for this subprogramme are intended to cover short advisory missions in the fields of employers' and workers' activities, industrial relations (including labour market institutions) and social security. The resources will be used in a flexible manner to support changes in existing social institutions and organisations and the development of new ones in countries making the transition from centrally planned to market-oriented economies.

280.8. Support will be provided to new and existing employers' and workers' organisations which are independent and have a voluntary membership. The objective is to assist in preparing these organisations for their new and greater responsibilities in collective bargaining and for active participation in decision-making in the economic and social fields. Effective employers' and workers' organisations are essential for economic and social progress and their recognition and partnership with governments is indispensable for the success of the present transition process in Central and Eastern Europe.

280.9. Advisory services in the field of industrial relations and labour market institutions will be provided to assist in labour law reforms that are undertaken to guarantee basic human rights such as the right to organise and to engage in collective bargaining. Advisory services will also be provided to assist in the development of labour market policies, employment services, labour inspection, retraining and skills development and vocational guidance. In the field of social security assistance will be given in the introduction of unemployment benefits and the development of medical care, pensions, maternity and sickness benefits and other social security allowances.

Technical co-operation

280.10. An amount of $325,000 will be made available from RBTC to enable a flexible response to requests for assistance from countries in the region. This allocation will mainly be used for the promotion of basic human rights and tripartism. In addition, a series of four or five national tripartite seminars on freedom of association will be organised in Central and Eastern European countries. These seminars will be carried out in co-operation with programme 50.3 (Freedom of association). The RBTC resources will also be used as seed money to identify needs for technical co-operation and for the formulation of projects that will be submitted to UNDP, the World Bank and prospective multi-bilateral donors.

280.11. Projected expenditure on technical co-operation activities from extra-budgetary sources in the region is expected to be about $3.6 million. These resources will mainly be used to finance activities in Afghanistan, the Islamic Republic of Iran, Turkey and the countries of Central and Eastern Europe. These activities will be in the fields of tripartism, employment, training, labour law and labour relations, health and safety, social security and the strengthening of workers' and employers' organisations.

280.3. Network of offices

REGULAR BUDGET	
PROFESSIONAL WORK-YEARS	24/00
GENERAL SERVICE WORK-YEARS	38/00
NON-STAFF COSTS EXCLUDING RBTC	$1,258,970
RB TECHNICAL CO-OPERATION (RBTC)	-
TOTAL	**$4,528,222**
OTHER SOURCES	
PROFESSIONAL WORK-YEARS	2/00
GENERAL SERVICE WORK-YEARS	13/00
NON-STAFF COSTS	-
TOTAL, EXCLUDING TECHNICAL CO-OP.	**$715,000**
TECHNICAL CO-OPERATION	-

280.12. The aim of this programme is to serve ILO constituents in the region by maintaining and developing contacts with various national and international institutions and organisations, in particular employers' and workers' organisations. The ILO will maintain relations with the OECD, chiefly through the exchange of documentation and information about research work, and will participate in meetings on employment, industrial relations, adult education and training and participation by women in the labour force. Activities of common concern to the ILO and the CMEA include social and labour developments in various economic sectors and the harmonisation of labour and manpower statistics. Co-operation with Western European organisations, particularly the European Communities and the Council of Europe, will be concentrated on the areas of social security, occupational health and safety, working conditions, industrial relations, human rights, equality of rights for women, migrants, youth employment, the disabled and manpower adjustment policies. Another focus of collaboration with the European Communities will be technical co-operation activities in developing countries and Central and Eastern Europe.

280.13. Provision is made under this programme for the ILO office in Ankara, a liaison office in Brussels and six branch offices in Bonn, London, Madrid, Moscow, Paris and Rome. The task of the Ankara Office is to develop and monitor the programme of technical co-operation activities in Turkey and to further strengthen relations with the government and with employers' and workers' organisations in Turkey. The Brussels Liaison Office will continue to maintain relations with the European Communities, and function as a branch office for the Benelux countries. The branch offices are accredited as ILO representatives to the following organisations: the International Maritime Organisation (IMO) in London; CMEA in Moscow; OECD and UNESCO in Paris; FAO, the World Food Programme, the World Food Council and IFAD in Rome; and WTO in Madrid.

280.14. These offices provide various services for headquarters, such as collecting information, arranging for visits and meetings, selling ILO publications and promoting public relations on behalf of the ILO. They also render important services in support of technical co-operation activities for developing countries, such as the recruitment of experts and the placement of fellows, and a number of them are involved in the promotion of the multi-bilateral programme for technical co-operation.

280.15. In the medium term the structure of the ILO offices in the European region will be kept under review. However, in the biennium 1992-93 the staff resources of these offices will be maintained at the current level, with the exception of the Moscow Office as mentioned in paragraph 280.3 above. On the other hand, there will be a small reduction in non-staff resources for all offices.

280.16. Finally, provision is made under this programme for the services of part-time national correspondents in Bulgaria, Czechoslovakia, Hungary, Poland, Romania and Yugoslavia. The correspondents serve as focal points on matters of ILO concern and ensure liaison between the ILO and the competent authorities and institutions.

Major Programme 280. Field Programmes in Europe

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
280.01. REGIONAL MANAGEMENT, RELATIONS AND SUPPORT										
REGIONAL PROGRAMMING	1/05	1/00	199,614	-	199,614	0/10	-	84,660	-	84,660
RELATIONS AND INFORMATION	1/04	1/00	191,148	34,850	225,998	-	-	-	-	-
PERSONNEL, FINANCIAL AND INTERNAL ADMINISTRATION	0/03	2/00	136,782	-	136,782	0/02	-	16,932	-	16,932
PROGRAMME MANAGEMENT AND SUPPORT	2/00	2/00	374,280	34,850	409,130	-	-	-	-	-
1992-93 TOTALS	**5/00**	**6/00**	**901,824**	**69,700**	**971,524**	**1/00**	**-**	**101,592**	**-**	**101,592**
1990-91 TOTALS	**5/00**	**6/00**	**901,824**	**77,447**	**979,271**	**1/00**	**-**	**101,592**	**-**	**101,592**
280.02. REGIONAL TECHNICAL PROGRAMMES										
AD HOC ADVISORY SERVICES	1/00	-	101,592	20,000	121,592	-	-	-	-	-
TECHNICAL CO-OPERATION	-	-	-	325,000	325,000	-	-	-	-	-
1992-93 TOTALS	**1/00**	**-**	**101,592**	**345,000**	**446,592**	**-**	**-**	**-**	**-**	**-**
1990-91 TOTALS	**-**	**-**	**-**	**226,720**	**226,720**	**-**	**-**	**-**	**-**	**-**
280.03. NETWORK OF OFFICES										
OFFICE, ANKARA	2/00	6/00	298,184	86,500	384,684	-	2/00	41,000	-	41,000
LIAISON OFFICE, BRUSSELS	4/00	4/00	576,368	137,800	714,168	-	1/00	36,000	-	36,000
BRANCH OFFICE, BONN	2/00	5/00	478,000	129,400	607,400	-	1/00	50,000	-	50,000
BRANCH OFFICE, LONDON	2/00	4/00	350,000	372,500	722,500	-	4/00	176,000	-	176,000
BRANCH OFFICE, MADRID	2/00	-	135,000	19,270	154,270	-	-	-	-	-
BRANCH OFFICE, MOSCOW	8/00	6/00	281,700	165,700	447,400	-	-	-	-	-
BRANCH OFFICE, PARIS	2/00	7/00	750,000	202,000	952,000	2/00	3/00	312,000	-	312,000
BRANCH OFFICE, ROME	2/00	6/00	400,000	67,800	467,800	-	2/00	100,000	-	100,000
NATIONAL CORRESPONDENTS (PART-TIME)	-	-	-	78,000	78,000	-	-	-	-	-
1992-93 TOTALS	**24/00**	**38/00**	**3,269,252**	**1,258,970**	**4,528,222**	**2/00**	**13/00**	**715,000**	**-**	**715,000**
1990-91 TOTALS	**22/00**	**38/06**	**3,217,552**	**1,333,143**	**4,550,695**	**2/00**	**13/00**	**576,000**	**-**	**576,000**

Major Programme 290. Other Budgetary Provisions

Summary of 1992-93 proposals and comparison with previous biennium (including funds from other sources)

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
290.1. OTHER BUDGETARY PROVISIONS										
LOAN ANNUITIES	-	-	-	6,398,911	6,398,911	-	-	-	-	-
ILO STAFF PENSIONS FUND : AMORTISATION OF ACTUARIAL DEFICIT	-	-	-	200,000	200,000	-	-	-	-	-
SPECIAL PAYMENTS FUND	-	-	-	168,571	168,571	-	-	-	-	-
STAFF HEALTH INSURANCE FUND: CONTRIBUTION FOR THE INSURANCE OF RETIRED OFFICIALS	-	-	-	4,694,300	4,694,300	-	-	-	-	-
CONTRIBUTION TO THE BUILDING AND ACCOMODATION FUND	-	-	-	200,000	200,000	-	-	-	-	-
JOINT INSPECTION UNIT	-	-	-	435,000	435,000	-	-	-	-	-
CONSULTATIVE COMMITTEE ON ADMINISTRATIVE QUESTIONS	-	-	-	79,155	79,155	-	-	-	-	-
CONSULTATIVE COMMITTEE ON SUBSTANTIVE QUESTIONS	-	-	-	40,000	40,000	-	-	-	-	-
INTERNATIONAL CIVIL SERVICE COMMISSION	-	-	-	524,170	524,170	-	-	-	-	-
ADVISORY COMMITTEE FOR CO-ORDINATION OF INFORMATION SYSTEMS	-	-	-	70,000	70,000	-	-	-	-	-
JOINT MEDICAL SERVICE	-	-	-	1,033,500	1,033,500	-	-	-	-	-
EXTERNAL AUDIT COSTS	-	-	-	617,200	617,200	-	-	-	-	-
ADMINISTRATIVE TRIBUNAL	2/10	0/05	311,049	74,323	385,372	0/06	3/07	250,359	-	250,359
STAFF REPRESENTATION	4/00	3/00	573,444	-	573,444	-	-	-	-	-
CONTRIBUTION TO THE INTERNATIONAL SCHOOL OF GENEVA	-	-	-	38,400	38,400	-	-	-	-	-
CONTRIBUTION TO THE INTERNATIONAL DAY-NURSERY FOUNDATION OF GENEVA	-	-	-	75,886	75,886	-	-	-	-	-
UNPAID LIABILITIES	-	-	-	2,000	2,000	-	-	-	-	-
1992-93 TOTALS	**6/10**	**3/05**	**884,493**	**14,651,416**	**15,535,909**	**0/06**	**3/07**	**250,359**	**-**	**250,359**
1990-91 TOTALS	**6/10**	**3/05**	**884,493**	**14,674,811**	**15,559,304**	**0/06**	**3/07**	**250,359**	**-**	**250,359**

290.1. This major programme includes the budgetary provisions for contributions to various ILO funds and United Nations common system and inter-agency bodies, as well as provisions which do not appropriately fall under any of the other major programmes (other than those for Unforeseen expenditure and the Working Capital Fund). It contains three components: the Loan annuities on the ILO building, Contributions to various ILO funds and Contributions to United Nations common system bodies and inter-agency committees. The third component contains a number of items relating to UN and inter-agency bodies that were previously shown under other major programmes.

Loan annuities on the ILO building

290.2. The estimate of $6,398,911 provides for the two annuities of 5,599,047 Swiss francs each payable in 1992 and 1993 to the Swiss Property Foundation for the International Organisations (FIPOI) for the loan in connection with the construction of the ILO building. The balance of the loan on 1 January 1992, including interest at the rate of 3 per cent accrued to that date, will be 119.5 million Swiss francs. Under the present agreement with the Swiss Government, this balance is reimbursable through 31 annuities, the last being payable on 31 December 2022. After the suspension of the 1988 and 1989 annuities, the Swiss Government agreed to maintain the annuities at the current level until 1999, when the terms of the loan will be re-examined.

Contributions to various ILO funds

ILO Staff Pensions Fund — amortisation of actuarial deficit

290.3. In January 1989 the Administrative Board of the ILO Staff Pensions Fund reviewed the actuarial valuation conducted in 1988, which had disclosed an excess of liabilities over assets of about $600,000. In view of the uncertainties concerning some economic parameters, such as currency fluctuations, and the increase in the age of the persons covered by the Fund (about 70 per cent of beneficiaries under the Fund are over the age of 80 and 20 per cent above 90), the Board concluded that it would be wiser not to recommend steps to improve the financial position of the Fund at this stage. The Board also accepted the principle of maintaining a closer balance between annual income and annual disbursements. In so doing, it noted the firm commitment of the ILO to provide at all times the funds necessary to ensure the full payment of pensions. Decisions as to the infusion of fresh capital could therefore be made at a later date, should this become necessary.

290.4. Payments into the Fund during the biennium 1992-93 will be limited to the remaining annuity of $200,000, which is due in 1992 in accordance with previous decisions regarding the amortisation of the actuarial deficit of the Fund. An actuarial review is presently being conducted, the results of which will be submitted to the Board in January 1991. Should the actuarial review demonstrate a clear need for additional funds, the Governing Body will be informed accordingly at its 249th (February-March 1991) Session.

Special Payments Fund

290.5. The purpose of this fund is to make periodic *ex gratia* payments to former officials or their spouses. The payments are made in circumstances and subject to the conditions laid down by the Governing Body at its 143rd (November 1959) and 151st (March 1962) Sessions. The Governing Body at its 190th (May-June 1973) Session extended the terms of reference of the Fund in order to give relief to pensioners suffering from hardship caused by exchange rate fluctuations.

290.6. The Governing Body decided at its 213th (May-June 1980) Session to amend the terms of reference of the Special Payments Fund. It now also provides on an *ex gratia* basis payments to former officials who are in receipt of pensions from the UN Joint Staff Pensions Fund, established in United States dollars, which are based on voluntary contributions and are not subject to adjustments for cost of living or currency changes. Furthermore, at its 244th (November 1989) Session, the Governing Body extended its terms of reference to provide *ex gratia* payments to former ILO officials or their survivors irrespective of whether they received a pension benefit from the UNJSPF.

290.7. In view of the size of the accumulated reserve, it is possible to reduce the provision for this item by some $60,000 to $168,571.

Staff Health Insurance Fund — contribution for the insurance of retired officials

290.8. This provision covers the ILO's contribution to the Staff Health Insurance Fund for the insurance of retired officials, invalidity pensioners and survivors (spouses and orphans) and is estimated at $4,694,300 for 1992-93. The increase over the 1990-91 provision is due to an expected increase of over 15 per cent in the number of retired officials, invalidity pensioners and survivors participating in the Fund.

Contribution to the Building and Accommodation Fund

290.9. By 1992-93, the ILO building will have been in use for 18 years. Although provision is made under programme 170.4 (Internal administration) to cover the cost of normal routine and preventive maintenance, this is not expected to cover the cost of any large restructuring or repairs. As in 1990-91, a provision is needed ($200,000) to ensure that total income to the Fund, comprising both income from rental revenue and regular budget contributions, is adequate to meet the cost of certain major repairs.

Contributions to various United Nations common system bodies and inter-agency committees

Joint Inspection Unit

290.10. Following a decision taken by the Governing Body at its 170th (November 1967) Session, the ILO has participated in the inspection system of the organisations of the United Nations family. A provision of $435,000 is made to cover the ILO's share of the cost of the Joint Inspection Unit in 1992-93.

Consultative Committee on Administrative Questions

290.11. Resources, amounting to $79,155, are provided under this item to cover the ILO's regular contribution to the cost of the activities of the Consultative Committee on Administrative Questions (CCAQ) relating to financial, budgetary and personnel subjects. This provision was previously shown under major programmes 170 (Financial and central administrative services) and 160 (Personnel).

Consultative Committee on Substantive Questions

290.12. A provision of $40,000 is made to cover the ILO's share of the cost of the secretariat of the Consultative Committee on Substantive Questions – Operational Activities (CCSQ/OPS), which is a subsidiary organ of the Administrative Committee on Co-ordination dealing with co-ordination and policy matters arising in connection with the system's field activities in developing countries. This provision was previously shown under major programme 150 (Programming and co-ordination of technical co-operation).

International Civil Service Commission

290.13. This item covers the ILO's share of the cost of the International Civil Service Commission, which is responsible for co-ordinating personnel policies on salaries and allowances throughout the United Nations common system. Following negotiations between the ICSC and its members, it was agreed to reduce the total projected budget of the ICSC and the ILO's share has therefore decreased by $15,830 to $524,170. This provision was previously shown under major programme 160 (Personnel).

Advisory Committee for Co-ordination of Information Systems

290.14. A provision of $70,000 is made to cover the ILO's share of the cost of the Advisory Committee for Co-ordination of Information Systems (ACCIS), which deals with issues related to information systems within the UN system. This provision was previously shown under major programme 120 (Labour information and statistics).

Joint Medical Service

290.15. Medical services for ILO staff are provided by the Joint Medical Service established by common agreement to service the ILO, the United Nations Office in Geneva, the World Health Organisation and other intergovernmental organisations in Geneva. The functions of the service include: the provision of first-aid and similar services and advice when required at headquarters; the medical examination of candidates for posts; the medical examination of staff at periodic intervals and upon separation from service and, under certain circumstances, the examination and treatment of the families of officials; and general advice on policy regarding the health of the staff. As the staff under this programme are officials of the WHO, no staff resources are shown in the table above, but each participating organisation pays a cash contribution assessed annually in proportion to the services rendered. For the biennium 1992-93, the contribution amounts to $1,033,500. This provision was previously shown under major programme 160 (Personnel).

External audit costs

290.16. The estimate of $617,200 covers the cost of the audit of the accounts of the Organisation. This amount includes the cost of the audit of all the funds of which the Director-General has custody (regular budget, UNDP, trust funds, extra-budgetary accounts and all other special accounts). Expenses incurred as a result of participation by the ILO's auditors in the activities of the Panel of External Auditors of the United Nations and specialised agencies are also provided for under this subprogramme.

Administrative Tribunal

290.17. The resources under this subprogramme, which amount to $385,372, provide for the Registrar of the Administrative Tribunal, a part-time Assistant Registrar and some clerical assistance, a small mission credit and the external translation of case material. Provision is also made for the cost of cases defended by the ILO (based on the average expenditure in recent biennia). As in previous biennia, part of the cost of the Assistant Registrar, clerical assistance, judges' fees and travel expenses are shared with the other organisations which have accepted the Tribunal's jurisdiction.

Staff representation

290.18. Article 10.1 of the Staff Regulations accords time off to members of the Staff Union Committee for the purpose of representing the staff of the Office on questions of conditions of work and terms of employment. As in previous biennia, a provision of 4/00 Professional and 1/00 General Service work-years is proposed to partially finance replacements in those units in which members of the Staff Union Committee normally work. The provision is proposed under this major programme for subsequent allocation to the major programmes where replacements will be provided when the composition of the Committee is known.

290.19. The balance of 2/00 General Service work-years under this subprogramme provides for a secretary for the Staff Union.

International School of Geneva

290.20. It is proposed to maintain in 1992-93 the annual contribution to the International School of Geneva. The school, which is a non-profit-making foundation, is of an international nature and provides its pupils with the education necessary to permit them to continue their studies in the schools and universities of their countries of origin. It thus plays an important role in meeting the educational needs of staff members' children who attend the school, as well as of the children of members of government delegations in Geneva. These two groups together comprise approximately 40 per cent of the school's enrolment.

International Day Nursery Foundation of Geneva

290.21. The International Day Nursery provides appropriate day-care facilities for the children of the staff of the international organisations and government delegations in Geneva. For the same reasons as given in the paragraph above, it is proposed to maintain the ILO's contribution in 1992-93.

Unpaid liabilities

290.22. The amount of $2,000 provides for the payment in 1992-93 of such transactions in respect of previous years as would not be appropriate to pay from any other item of the budget. This provision is required by Article 17 of the Financial Regulations.

Part II. Unforeseen expenditure

Major Programme 295. Unforeseen Expenditure

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
295.01. UNFORESEEN EXPENDITURE										
UNFORESEEN EXPENDITURE	-	-	-	875,000	875,000	-	-	-	-	-
1992-93 TOTALS	-	-	-	**875,000**	**875,000**	-	-	-	-	-
1990-91 TOTALS	-	-	-	**875,000**	**875,000**	-	-	-	-	-

295.1. Since the 1965 budget, provision has been made under this item for unforeseen and extraordinary expenses, i.e. those which may arise when, as a result of Governing Body decisions taken after the adoption of the budget, or for any other reason, an approved budget credit is no longer sufficient for the purpose envisaged; or when the Governing Body approves an item of work or an activity for which no provision has been made in the budget. Before that time, the only means of financing unforeseen items which could not be covered by savings was by withdrawals from the Working Capital Fund.

295.2. In accordance with article 15 of the Financial Regulations no part of the resources provided under this item may be used for any other purpose without the specific prior authorisation of the Governing Body.

295.3. The total supplementary expenditure authorisations approved by the Governing Body in respect of recent financial periods have been as follows:

Financial period	US dollars
1982-83	5 152 855
1984-85	4 110 750
1986-87	38 158 400
1988-89	3 313 000

295.4. Normally, these authorisations have provided in the first instance for financing to the extent possible out of budgetary savings; failing this, out of the credit under this item; and after exhaustion of this credit, by a withdrawal from the Working Capital Fund.

295.5. In the biennium 1990-91 the Governing Body has, to the end of November 1990, approved additional expenditure items totalling $10,103,000, of which $4,918,000 is to be financed from savings in Part I of the budget, $865,000 is to be financed from savings in Part I or, to the extent that this is not possible, from Part II, and $4,320,000 is to be financed from savings in Part I, or to the extent that this is not possible, from Part II, or, in the last instance, by a withdrawal from the Working Capital Fund under article 19.1(b) of the Financial Regulations. The total amount includes $865,000 to cover the cost of Commissions of Inquiry regarding complaints concerning Nicaragua and Romania, $18,000 to cover the cost of a meeting of the Building Sub-committee in Abidjan, and $9,220,000 to cover increases in staff costs and other staff benefits for which no provision was made in the 1990-91 programme and budget.

295.6. The Governing Body at its 221st Session (November 1982) supported the Director-General's proposal that the provision under this item should be set at a more realistic level. However, in the current climate of financial constraints, it has not been possible to increase the level of this provision. The Director-General has, however, proposed the establishment of a programme flexibility reserve (Programme 140.4) of some $830,000 in Part I of the budget to make provision for technical activities, the need for which becomes apparent because of current developments in the world of work, after the adoption of the budget by the Conference. Accordingly, the Director-General, while conscious of the need to maintain this provision in reasonable proportion to the size of the budget, proposes to keep it at the 1990-91 level, i.e. $875,000.

Part III. Working Capital Fund

Major Programme 296. Working Capital Fund

SUBPROGRAMMES	REGULAR BUDGET 1992-93 (IN US DOLLARS)					OTHER SOURCES 1992-93				
	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES	WORK-YRS/MTHS		STAFF COSTS	OTHER COSTS	TOTAL RESOURCES
	P	GS				P	GS			
296.01. WORKING CAPITAL FUND										
1992-93 TOTALS	-	-	-	-	-	-	-	-	-	-
1990-91 TOTALS	-	-	-	-	-	-	-	-	-	-

296.1. The Working Capital Fund is established for the following purposes, as defined in article 19(1) of the Financial Regulations:

a) to finance budgetary expenditure pending receipt of contributions or other income; and

b) in exceptional circumstances and subject to prior authorisation of the Governing Body, to provide advances to meet contingencies and emergencies.

296.2. At its 77th (June 1990) Session the Conference decided, tthat as an exceptional measure and in derogation of article 21.2 of the Financial Regulations, not to add the amount of $2,161,224 representing the excess of budgetary expenditure over budgetary income in 1988-89 to Part III (Working Capital Fund) of the Programme and Budget for 1990-91 for the purpose of reimbursing the withdrawal made from the Working Capital Fund in 1988-89 to finance this cash deficit.

296.3. At the 248th (November 1990) Session of the Governing Body the Programme, Financial and Administrative Committee established a tripartite Working Party on the Working Capital Fund to review the level and operation of the Working Capital Fund.

Payments into the Fund

296.4. The Director-General does not propose any payment under article 19.2(a) of the Financial Regulations to increase the nominal level of the Fund in 1992-93.

Refund of withdrawals

296.5. Paragraph 2 of article 21 of the Financial Regulations provides as follows:

> If in any calendar year sums withdrawn from the Working Capital Fund or borrowed to finance budgetary expenditure pending receipt of contributions or other income and/or expenditure incurred in the financing of contingencies and emergencies under prior authorisation of the Governing Body cannot be reimbursed in the course of the same year owing to the fact that total budgetary income for that year falls short of total authorised expenditure incurred during the year, the sums so borrowed or withdrawn shall be reimbursed to the lender or lenders and to the Fund in the second year following the year of such withdrawal by adding to the contributions assessed on member States for that year an additional assessment equivalent to the amount so borrowed or withdrawn: provided that temporary surpluses of budgetary income over expenditure occurring at any time shall be utilised to the extent possible to reduce the amount of outstanding loans or advances.

296.6. It is not expected that there will need to be any withdrawals from the Working Capital Fund in 1990 due to budgetary income falling short of budgetary expenditure. Accordingly, no provision has been made for reimbursement to the Fund in 1992 of 1990 withdrawals.

Information annex No. 1

Schedule of established posts

This Schedule shows the number and category of established posts under the Regular Budget as well as those posts which the Governing Body has established from time to time under other sources of funds.

In accordance with the decision taken by the Governing Body at its 241st (November 1988) Session on the budgetary posts system, full information on the use of these posts for established officials will be provided by major programme and by grade as a standard appendix to the annual document on the composition and structure of the staff submitted to the Programme, Financial and Administrative Committee at the Governing Body's February-March Sessions.

Posts established under the Regular Budget	
Director-General	1
Deputy Directors-General	3
Assistant Directors-General	7
Legal Adviser	1
Posts at the D2 level	17
Posts at the D1 level	45
Posts at the SP/D1 level	2
Posts at the Professional level	541
Posts at the General Service level	637
	1,254[1]

[1] Of which 166 Professional and above, and 62 General Service posts are frozen.

Posts established under other sources of funds	
Programme Support Income:	
Posts at the Professional level	17
Posts at the General Service level	22
	39
International Social Security Association:	
Posts at the Professional level and above	9
Posts at the General Service level	8
	17
International Institute for Labour Studies:	
Posts at the Professional level and above	7
Posts at the General Service level	9
	16
CINTERFOR:	
Posts at the Professional level and above	2
Posts at the General Service level	5
	7
World Food Programme:	
Posts at the Professional level	1
Posts at the General Service level	1
	2
ILO-ITU Health Insurance Fund:	
Posts at the General Service level	1

Information Annex No. 2

Details of cost increases

1. This Information Annex replaces that section of the Financial Summary and Explanatory Notes which provided information on the cost increases which had been included in the budget. These cost increases are calculated either on the basis of the various classifications of expenditure (objects of expenditure) common to most major programmes, or on the basis of an analysis of a particular activity. A description of the various types of expenditure included in each object of expenditure is thus also given in paragraph 58 below.

Inter-agency co-ordination regarding calculation of cost increases in Geneva-based portion of the budget

2. For a number of biennia, the ILO has used assumptions agreed upon in common with other organisations of the United Nations system having headquarters or major offices in Geneva as a basis for the calculation of cost increases in the Geneva-based portion of its budget.

3. Thus, continuing this established practice, endorsed by CCAQ, representatives of these organisations held a meeting in August 1990 to consider rates of exchange and inflation to be assumed for Switzerland in their proposed budgets covering 1992 or 1992-93. The conclusions of the meeting were as follows:

US dollar – Swiss franc exchange rate

4. The rate of exchange assumed for budgetary purposes between the United States dollar and the Swiss franc was of particular importance for organisations whose budgets were denominated in dollars and whose expenditures were incurred to a significant extent in Swiss francs. However, the rate also had importance for organisations whose budgets were denominated in Swiss francs, since it affected the Swiss-franc equivalent of estimates for dollar income and expenditure, such as expected receipts of support-cost income in dollars from extra-budgetary sources, requirements for activities in which costs were incurred in dollars and contributions to the United Nations Joint Staff Pension Fund, which were calculated in dollars.

5. It had been recognised at previous meetings, held in September 1978, September 1980, August 1982, August 1984, August 1986 and August 1988, that market conditions made it impossible for the organisations to predict the evolution of exchange rates, especially for periods as long as the one extending from the time of preparation of proposed budgets up to the end of the financial period that they covered. The latest actual rate was therefore normally taken as a basis in drawing up budget estimates. It had also been recognised at previous meetings that, since governing bodies considered proposed budgets at different times and the timing of their reviews determined the dates at which the estimates had to be established, no common cut-off date, and hence no common rate, could be envisaged. Individual organisations could, however, follow a common method in selecting the rate that they would use: it had been agreed that a suitable method would be for each organisation to adopt the last United Nations operational rate of exchange that was known when its proposed budget was finalised. Adjusted estimates could subsequently be presented at the time of governing bodies' reviews where this was judged to be appropriate by the executive head.

6. It was agreed during the meeting that these considerations and conclusions remained valid. Accordingly, it was recommended that the procedures worked out at the previous meetings should be followed for proposed budgets covering 1992 or 1992-1993, subject to the position of individual organisations.

Rates of inflation in Switzerland and other cost increases

7. The other cost changes for which it was necessary to make provision in proposed budgets included both the expected effects of inflation and "statutory" changes resulting from upgradings and downgradings of posts, recruitments and promotions, annual salary increments, etc. It was for each organisation to make allowance for these latter factors in the light of its own experience and trends: there could be no uniform rates in this area. On the other hand, a common set of assumptions could be agreed upon with regard to the evolution of economic factors in Switzerland in 1992 and 1993. However, since for a variety of reasons the estimates for the current financial periods embodied different assumptions on cost levels, each organisation would need to decide on the adjustments required in its current estimates in order to provide an adequate cost base in budgeting for the economic conditions jointly assumed for the coming financial period. Elements that could involve changes in cost levels but depended on decisions still to be taken by governing bodies would be specially identi-

fied as conditional items if they were included in the proposed budgets.[1]

8. The official consumer price index for Geneva had shown the following increases in recent years:

Year	Increase (per cent)
1984	3.2
1985	4.3
1986	1.0
1987	2.2
1988	2.2
1989	4.6

The projected average increase for Geneva in 1990 was 4.3 per cent. For Switzerland as a whole, it was 5.1 per cent. The current outlook could, however, be modified by a number of factors. One of these was the evolution of the dollar-Swiss franc exchange rate. Another important factor was the level of petroleum prices, which had been subject to sharp increases in the days preceding the meeting and would continue to be affected by events in the Gulf. On the basis of forecasts from qualified sources, it appeared reasonable at the time of the meeting to assume an overall rate of inflation in Geneva of 5 per cent per annum both in 1992 and in 1993 (as well as in 1991). It was understood that the general rate of inflation used by individual organisations would be subject, as were budgetary rates of exchange, to the dates of preparation and review of proposed budgets. Departures from the rate currently foreseen might be necessary in the light of new developments or revised predictions made up to those dates.

9. Consideration was then given separately, for each of the organisations' major items of expenditure, to the cost increases that might be expected in 1992 and 1993. In this consideration account was taken of available official statistics, statements of competent authorities, the views of reputable economic analysts and information gathered from professional associations and other appropriate sources. It was noted that in some cases these data suggested rates of inflation for individual types of expenditure which differed from the overall rate assumed. The agreements reached are set out below, subject to review by individual organisations on the basis of any further information that may become available at a later stage.

a) *Staff costs for the Professional and higher categories in Geneva*

For Geneva, it appeared reasonable to expect upward movements of 5 per cent in the post-adjustment index in 1991, 1992 and 1993. Assuming that the results of the place-to-place survey of the cost of living which was currently being carried out would be neutral, these increases would produce six or eight additional multiplier points in 1991, eight in 1992 and ten in 1993, possibly towards July in each of these three years. If the General Assembly accepted the conclusion of the International Civil Service Commission that changes in post-adjustment indices should take place at European and North American duty stations either after a full 5 per cent movement of the local consumer price index or the completion of a 12-month period, whichever occurred first, there would be post-adjustment increases in Geneva every 12 months even if the 5 per cent trigger point were not reached.

It was noted that there had been significant differences in the evolution of take-home pay in real terms in Geneva (-13.2 per cent) – and a number of other headquarters locations – and in New York (-5 per cent) in the period from January 1985 to July 1990; these differences were difficult to explain and would need to be looked into in conjunction with the 1990 cost-of-living survey mentioned above.

b) *Staff costs for the General Service category in Geneva*

In 1987 the International Civil Service Commission had adopted a revised methodology for surveys of the best prevailing local conditions of employment at headquarters duty stations. In Geneva the first comprehensive survey under the revised methodology was scheduled to take place in October 1990. The net effect of the new methodology could not yet be clearly foreseen.

At present, two criteria determined the application of interim adjustments to General Service salaries between surveys: movement of the reference index by 5 per cent or more since the most recent adjustment or, failing this, completion of a 12-month period since that adjustment. On the basis of the same criteria and of the general rate of inflation now being assumed up to the end of 1993, net salary increases for staff in the General Service category in Geneva would be of the order of 4.5 per cent in 1991, 1992 and 1993. (The application of a factor representing prevailing tax rates reduced the net salary increases below the level of increases in the reference index.)

c) *Contributions to the United Nations Joint Staff Pension Fund*

Under the terms of General Assembly resolution 44/199, the total rate of contribution to the United Nations Joint Staff Pension Fund had been increased to 23.7 per cent of pensionable remuneration on 1 January 1990. The two-thirds shares payable by employing member organisations as from that date represented 15.8 per cent of pensionable remuneration.

For staff in the Professional and higher categories, pensionable remuneration had last been adjusted on 1 July 1990, at the same time as the net remuneration of staff in these categories in New York. Further changes in net remuneration in New York were expected to take place in November 1990 and July 1992 and to generate similar increases of 5 per cent in pensionable remuneration at the same time.

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[1] In this connection it was noted that recommendations of the International Civil Service Commission which might affect budgetary estimates for Professional staff costs and the related common staff costs, and which concerned an increase in the base floor salary scale, a revised rental subsidy scheme and the education grant, were expected to be considered by the United Nations General Assembly at its 45th Session.

For staff in the General Service category, the level of pensionable remuneration was derived by applying staff assessment rates to the net remuneration adjusted on the basis of the movement of the Geneva consumer price index. In the light of the price levels now being assumed, and on the basis of the current 12-month rule for interim adjustments of salaries, future adjustments would be due in each of the years 1991, 1992 and 1993.

A comprehensive review of pensionable remuneration of the General Service and related categories was scheduled to be conducted by the International Civil Service Commission in 1991 in co-operation with the United Nations Joint Staff Pension Board.

d) *Other common staff costs*

As noted above, the International Civil Service Commission had recommended a revised rental subsidy scheme and certain adjustments in the education grant, subject to approval by the General Assembly.

It was expected that each of the salary increases paid to staff in the General Service category would be accompanied by an increase in dependency allowances of up to 5 per cent. A one-time increase of 5 per cent in the language allowance was also expected, probably in 1991.

e) *Travel and transport*

Air fares and air freight – On the basis of the available data, it was considered that increases in air fares and the cost of air freight of 4 to 6 per cent per annum should be assumed for 1992 and 1993, depending on the destinations considered. It would, however, be necessary to take account of the outcome of the IATA consultations scheduled for the end of August 1990. The arrangements made by the organisations to take advantage of discounts from carriers and of reduced fares, wherever such fares were available in acceptable conditions, continued to produce economies.[2]

f) *Contractual services*

Contractual printing and binding – In accordance with the general rate of inflation being assumed, increases of 5 per cent per annum were considered likely for printing and binding in Switzerland in terms of Swiss francs. Where orders were placed with suppliers and contractors in other countries, higher annual rates of increase might need to be foreseen in terms of local currency.

Other contractual services (including contractual maintenance of premises and equipment) – It was recommended that increases consistent with the general rate of inflation being assumed should be foreseen for these services.

g) *General operating expenses*

Fuel oil – Petroleum prices had entered upon a period of extreme instability. In view of the current fluctuations it was recommended that organisations should take account of the latest price levels in effect at the time their proposed budgets were finalised.

Other utilities – For water, rates in Geneva were expected to increase by 17 per cent in 1991. On the new base thus established, it was recommended that further increases of 5 per cent per annum should be assumed for 1992 and 1993. For electricity, there had been no increase over the past four years. A one-time increase of 10 per cent was foreseen in 1991. In 1992 and 1993 increases were expected to follow the general rate of inflation being assumed.

Communications (cable and telex charges, telephone services, pouch services, postage) – It was agreed that increases of 5 per cent per annum should also be provided for as regards cable, telex and local telephone charges and the cost of long-distance telephone calls. The cost of communications involving air freight, such as pouch services, could be expected to increase at the rates assumed for air fares. For postage, the Swiss PTT had proposed a new rate structure to take effect on 1 February 1991, subject to the approval of the Swiss Federal Government. The new structure provided for a number of higher rates, including increases of up to 55 per cent for priority air mail shipments of documents and of more than 30 per cent for registered items. These were partially offset by certain decreases, including reductions of up to 12 per cent for non-priority surface shipments. Taking account of the nature of the organisations' shipments, which consisted mainly of printed matter, it was estimated that the average increase would amount to 12 per cent as from 1 February 1991. In accordance with past experience, a further increase of similar size should be foreseen in 1993.

h) *Supplies and materials*

Paper and printing supplies – The price of paper was related to that of paper pulp. For paper purchased in Switzerland, where significant economies were achieved through joint purchasing arrangements, the available information suggested that increases of 3 per cent per annum should be assumed for 1992 and 1993. Increases of the same magnitude could be expected for printing supplies.

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[2] At the meeting of CCAQ which discussed these findings, it was noted that the International Air Transport Association had agreed on increases in air fares ranging from 5 to 8 per cent, and on an increase in cargo rates of 7 per cent, to take effect in mid-October 1990. A further increase of 3 per cent in air fares was expected to take place in April 1991. These changes would need to be borne in mind in adjusting the base on which cost increases for 1992 and 1993 were calculated. The instability of petroleum prices might also lead to increases in air fares and air freight rates which exceeded the annual amounts of 4 to 6 per cent assumed for 1992 and 1993 at the Geneva meeting.

Other supplies and materials – It was recommended that increases of 3 per cent per annum should also be assumed for computer supplies. The cost of other supplies was expected to increase in accordance with the general rate of inflation assumed.

i) *Acquisition of furniture and equipment* – For computer and office automation equipment, it was expected that the steady price decreases currently experienced would continue. On the other hand, there was usually a need to replace obsolete equipment with more recent equipment, which tended to increase costs. For other equipment and for furniture, it was recommended that increases of 4 to 6 per cent per annum should be foreseen in 1992 and 1993, according to the items considered.

10. In the ILO's programme and budget proposals these commonly agreed assumptions have been used to calculate cost increases in 1992-93 as regards expenditure to be incurred in Switzerland. For duty stations outside Switzerland, cost increases have been calculated on the basis of detailed analyses of price and salary movements at each duty station since these may vary widely from region to region and within each region.

Details of cost increases by object of expenditure

11. Cost increases are applied to the budget either on the basis of the various classifications of expenditure (objects of expenditure) common to most major programmes, or on the basis of an analysis of particular activities. A description of the different kinds of expenditure included in each object of expenditure is presented in paragraph 58 below. While details of the cost increases applied for 1992-93 to these objects of expenditure are given in the following paragraphs, it should be noted that in many cases, it has also been necessary to provide for actual inflation rates in 1990 and expected inflation rates in 1991 which are considerably higher than those provided in the Programme and Budget for 1990-91. In this connection, it may be recalled that, in the Programme and Budget for 1990-91, general inflation in Geneva was estimated at 2.5 per cent per annum while actual inflation in Geneva in 1990 and 1991 is expected to be around 5 per cent per annum.

Staff costs

Staff calculated at standard cost

12. The increases in the standard cost factors are explained in paragraphs 33 to 57 below.

Interpreters, committee secretaries, short-term conference staff and cleaning staff

13. In line with general inflation assumptions for Geneva, increases of 5 per cent per annum for 1991, 1992 and 1993 have been provided. Provision has also been made for the effects of a new contract which has been negotiated with the Association Internationale des Interprètes de Conférence.

Locally recruited staff

14. Cost increases applicable to locally recruited staff are discussed in paragraph 32 below.

Travel on official business

15. The increase in the cost of air travel of 5 to 8 per cent in 1990, 3 per cent in 1991, and 6 per cent per annum thereafter as agreed upon between the Geneva-based agencies and amended by CCAQ(FB) has been used for all resources for missions for which tickets are purchased in hard currency duty stations. Where tickets are purchased in other duty stations, an exceptional increase of 15 per cent in 1990 has been provided to take account of the increased costs arising from higher IATA fares and for the net cumulative effect of the movements of these local currencies against the US dollar. Increases of 6 per cent per annum have been provided thereafter. Provision has also been made for increases in daily subsistence allowance rates.

Contractual services

External collaboration

16. Provision has been made for cost increases at the rate of 6.5 per cent per annum.

External printing and binding

17. As agreed between the Geneva-based agencies, provision has been made for cost increases at the rate of 3 per cent per annum for paper and 5 per cent per annum for printing in Switzerland.

General operating expenses

18. The range of items under this object of expenditure is so varied that the significant cost increases provided for are mentioned below under the major programme concerned, in particular under major programme 170 (Financial and central administrative services) in paragraphs 28 to 30 below.

Supplies and materials; furniture and equipment

19. Cost increases at the rate of 3 per cent per annum for computer supplies and 5 per cent per annum for other supplies were agreed between the

Geneva-based agencies, and provision has been made at these rates.

Fellowships, grants and contributions

20. Cost increases of an average of 5 to 8 per cent per annum have been provided depending on the type of fellowship, grant or contribution.

Other expenditure

21. This is composed mainly of joint administrative activities within the United Nations system, e.g. CCAQ, UN Joint Inspection Unit. The budget estimates for these bodies have been used as a basis where available; in all other cases, cost increases of 5 per cent per annum have been assumed.

Regular Budget Technical Co-operation (RBTC)

22. Cost increases of 8 per cent per annum have been assumed for RBTC.

Details of cost increases by major programme

23. For certain programmes involving specific types of expenditure, it would not have been realistic to use the average rates of increase indicated above. In such cases, cost increases are based on an appraisal of the particular conditions applying to each case. Details of these increases, and of other cost increases which are considered sufficiently important to be mentioned separately, are given below.

Major programme 20 – Governing Body

24. Cost increases included for the Governing Body have been adjusted to reflect an overestimation of travel costs in 1990-91.

Major programme 75 – Turin Centre

25. The cost increases provided take into account inflation in Italy which has been estimated at 7 per cent per annum.

Major programme 115 – International Social Security Association; Major programme 130 – International Institute for Labour Studies

26. The ILO's contributions to the Institute and ISSA have been adjusted to take into account the anticipated increases in the average standard cost factors for Professional and General Service staff. The provision for internship courses has been adjusted for the increase in travel costs mentioned above in the section on travel on official business.

Major programme 160 – Personnel

27. Cost increases of 6.5 per cent per annum have been provided for the central staff training credits.

Major programme 170 – Financial and Central Administrative Services

28. The main non-staff items under this programme are: building running expenses (water, electricity, heating oil and maintenance, cleaning contracts); purchases of equipment, supplies and materials; telecommunications, postage and pouch expenses; and rental and maintenance of furniture, equipment and vehicles.

Building running expenses

29. An increase of 5 per cent per annum in contractual maintenance of premises and equipment has been provided as agreed upon between the Geneva-based agencies. Increases of 17 per cent in 1991 and 5 per cent per annum thereafter have been assumed for water while for electricity, increases of 10 per cent in 1991 and 5 per cent per annum thereafter have been provided. An increase of 95 Swiss francs per ton has been provided for heating oil as a result of current and expected movements in prices. Provision has been made for an increase of 5 per cent per annum in the cost of cleaning contracts in 1992-93.

Telecommunications, postage and pouch expenses

30. As agreed between the Geneva-based agencies, increases have been provided at the rates of 5 per cent per annum for cable, telex and telephone costs and 12 per cent in 1991 and in 1993 for postage services. Increases for pouch services including air freight are provided at rates similar to those used for air fares. The increases for postage and air freight have also been applied to provisions for postage and air freight budgeted under major programme 180 (Editorial and document services).

Cost increases in the regions – Major programmes 250, 260, 265, 270, and 280

International costs

31. Provision has been made for internationally recruited staff in the field on the basis of the standard cost factors described in paragraphs 33 to 57 below. The provision for cost increases for RBTC is described in paragraph 22 above.

Local costs

32. Increases in local costs, including those for salaries and allowances of locally recruited staff, are calculated individually for each of the ILO's offices outside Geneva. The latest 1990 costs are increased for estimated inflation in 1991, 1992 and 1993, and take account of the effect of adjustments in the rate of exchange between the local currency, and the US dollar and the Swiss franc (where for budgeting purposes the local currency is assimilated to the Swiss franc). The annual average rates of cost increases assumed for the regions, in dollar terms, are:

	Percentage increase per annum
Africa	10.0
The Americas	11.5
Arab States	8.0
Asia and the Pacific	8.5
Europe	12.0

Standard cost factors

33. Separate standard cost factors are used for Professional and General Service category staff in Geneva. They do not cover staff in grades D.2 and above.

34. The standard cost elements are composed of a number of elements, the cost of which can vary from one biennium to another with changes in the cost of living, conditions of service, places of recruitment and assignment of staff and other factors. The 1992-93 standard cost factors are essentially a projection of the costs in 1990 with appropriate allowances for expected trends of inflation and changes in staff entitlements.

35. The composition of the factors which make up the standard cost, with comparative figures for 1990-91, are given below. The Professional category factors are based on an exchange rate of 1.75 Swiss francs to the US dollar. The General Service category factors are expressed in Swiss francs.

	1990-91 budget in US$ at rate of 1.75 SF	**1992-93** budget in US$ at rate of 1.75 SF
Professional category		
Basic salaries	41,875	51,705
Post adjustments	31,562	31,400
Dependency allowances	1,230	1,230
ILO contributions to pension funds	12,930	15,175
ILO contributions to Staff Health Insurance Fund and other staff insurance	2,190	2,470
Education grants and scholastic travel	2,900	3,330
Travel and removal expenses incurred on appointment, home leave, transfer, etc.	3,460	3,465
Allowances paid on appointment and relocation	1,985	3,330
Rental subsidy	600	1,010
Terminal payments	2,860	2,805
	101,592	115,920

	1990-91 budget (in Sw.fr.)	**1992-93** budget (in Sw.fr.)
General Service category		
Basic salaries	73,640	81,625
Dependency allowances	2,430	3,600
ILO contributions to pension funds	16,000	18,555
ILO contributions to Staff Health Insurance Fund and other staff insurances	2,265	2,540
Education grants and scholastic travel	510	650
Travel and removal expenses incurred on appointment, home leave, transfer, etc.	535	625
Allowances paid on appointment and relocation	120	220
Rental subsidy	100	110
Terminal payments	1,840	1,800
	97,440	109,725
	$55,692 at Sw.fr. 1.75 to 1US$	$62,700 at Sw.fr. 1.75 to 1US$

36. As the budget proposals are presented in constant 1990-91 dollars, the standard costs per work-year used in the estimates in the budget tables are those for 1990-91, i.e. $101,592 for the Professional category and $55,692 for the General Service category. The standard costs given above for 1992-93 ($115,920

per Professional work-year and $62,700 per General Service work-year) have been used in calculating the total expenditure budget including cost increases. When the budget has been adopted by the Conference, the final standard costs, taking account of the budget rate of exchange, will be used for costing the individual budget tables. An explanation of the method of calculating standard cost elements follows.

Professional category

Basic salaries

37. The estimate represents net basic salaries, i.e. gross salaries less staff assessment. It allows for an increase in salaries due to the net effect of such factors as annual increments payable in accordance with the Staff Regulations (including those for meritorious and long service), regradings, retirements, new appointments, etc. It also includes a provision for the commutation of accrued leave at the end of service which takes account of the inclusion of post adjustment in the calculation of such payments from July 1990. Account has also been taken of the incorporation into basic salary of 12 multiplier points of post adjustment in July 1990 and of the incorporation of a further number of multipliers in March 1991 (representing 8.5 per cent of basic salary) which has been recommended by the International Civil Service Commission to the current 45th Session of the United Nations General Assembly. Although further incorporations of multipliers into basic salary at the rate of 5 per cent per year in 1992 and 1993 have been assumed for the calculation of those elements which are based on the salary scale alone (mobility, hardship and terminal payments), they have not been applied in the calculation of basic salary in order to preserve as far as possible comparability with the 1990-91 cost of this element. Since such incorporations increase basic salary while at the same time decreasing post adjustment on the no gain/no loss principle, the net combined effect of such incorporations on these two items of the standard cost would be nil.

Post adjustment

38. Estimates of post adjustment take account of the incorporation of multipliers into basic salary described above. In line with the assumptions made by the inter-agency meeting which was held in Geneva in August 1990, post-adjustment increases for cost of living of 5 per cent per annum have been provided for 1991, 1992 and 1993.

Dependency allowances

39. No increase in this item is required.

ILO contributions to pension funds

40. This element covers the cost of the ILO contribution to the United Nations Joint Staff Pension Fund (UNJSPF). An adjustment has been made for the unbudgeted increase in the funding rate from 15 to 15.8 per cent which took place on 1 January 1990. Provision has also been made for increases of 5 per cent in the scale of pensionable remuneration in July 1991 and July 1992.

ILO contributions to the Staff Health Insurance Fund and other staff insurance

41. This element is based on basic salary, dependency allowances and post adjustment and thus changes in accordance with movements in the cost of these elements.

Education grants and scholastic travel

42. Provision has been made for the increase in education costs recommended by the International Civil Service Commission to the present session of the United Nations General Assembly, and, in 1992 and 1993, for the increases in air fares at the levels described in paragraph 15 above. Account has also been taken of an expected slight overprovision for scholastic travel in 1990-91.

Travel and removal expenses incurred on appointment, home leave, transfer, etc.

43. As a result of the changes in various entitlements of Professional staff which became effective in July 1990, the description of standard cost items has been changed to separate the costs related to appointments, transfers and terminations into two categories: travel and removals; and allowances. This category therefore now includes travel on appointment, transfer, separation and family visit, and removal of household goods and transportation of personal effects. As regards cost increases, provision has been made in 1992 and 1993 for an increase in air fares of the order described in paragraph 15 above and account has been taken of an expected overprovision for travel costs in 1990-91. Provision has also been made for an expected increase in the cost of removals arising from the increase in general transportation costs.

Allowances paid on appointment and relocation

44. As a result of the changes in entitlements of Professional staff, some of these allowances have been changed and new allowances introduced. Detailed information on the nature of these allowances was given to the Programme, Financial and Administrative Committee at the Governing Body's 244th (November 1989)[3] and 245th (February-March 1990)[4] Sessions. This category includes:

- Assignment grant (which replaced the installation allowance).
- Mobility allowance (new allowance).

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[3] GB.244/PFA/8/15.

[4] GB.245/PFA/9/6.

- Hardship allowance (new allowance).
- Non-removal allowance (which replaced the assignment allowance).
- Per diem allowance for short-term staff.

45. The major increase in this item arises from the introduction of the two new allowances for mobility and hardship, and from the introduction of a lump-sum element in the assignment grant. Account has also been taken of the effect on these elements of expected increases in the basic salary scale arising from the incorporation of multiplier points in 1991, 1992 and 1993 as noted in paragraph 37 above. Finally, increases in per diem rates are provided on the same basis as used for general travel.

Rental subsidy

46. The large increase in rental subsidies takes account of the increases in rent in virtually all duty stations and also of the series of measures to improve the treatment of housing proposed by the International Civil Service Commission to the current session of the United Nations General Assembly.

Terminal payments

47. This element comprises two items, namely a regular provision of 6 per cent of the estimated average of the basic salary[5] for eligible officials who entered service on or after 1 January 1964, and the estimated average cost of actual repatriation grant payments made to eligible terminating officials who entered service before 1 January 1964. The effect of increases in the basic salary scale has been offset by a decrease in the number of staff eligible for repatriation grant payments.

General Service category

Basic salaries

48. The increase in the average basic salary is due to the net effect of such factors as annual increments payable in accordance with the Staff Regulations (including those for meritorious and long service), regradings, retirements, new appointments, etc. Provision has also been made for increases in net salaries as agreed at the Geneva inter-agency meeting on cost increases (see paragraph 9 above), and for the cost of commutation of annual leave at the end of service. An adjustment has also been made for an underbudgeting of inflationary increases in 1990-91.

Dependency allowances

49. Dependency allowances change as a function of basic salary. The high increase thus arises from the underbudgeting of the effect of inflationary increases in basic salaries in 1990-91, and from the expected increases in basic salary in 1992-93.

ILO contributions to pension funds

50. This element covers the cost of the ILO contribution to the United Nations Joint Staff Pension Fund (UNJSPF). An adjustment has been made for the unbudgeted increase in the funding rate from 15 to 15.8 per cent which took place on 1 January 1990. Increases in the level of pensionable remuneration are linked to increases in basic salaries.

ILO contributions to Staff Health Insurance Fund and other staff insurance

51. These elements are linked to basic salaries and dependency allowances, and accordingly the increase in cost arises from the increases in these items.

Education grants and scholastic travel

52. Provision has been made for the increase in education costs recommended by the International Civil Service Commission to the present session of the United Nations General Assembly and for an increase in air fares at the levels described in paragraph 15 above.

Travel and removal expenses incurred on appointment, home leave, transfer, etc.

53. As for Professional staff, the description of standard cost items has been changed to separate the costs related to appointments, transfers and terminations into two categories: travel and removals; and allowances. This category therefore now includes travel on appointment, transfer, separation and family visit, and removal of household goods and transportation of personal effects. As regards cost increases, provision has been made in 1992 and 1993 for an increase in air fares of the order described in paragraph 15 above and account taken of an expected overprovision for travel costs and removals in 1990-91.

Allowances paid on appointment and relocation

54. The International Civil Service Commission has proposed to the current session of the United Nations General Assembly that the new allowances now paid to Professional staff should be extended to General Service staff. Detailed information on the nature of these allowances was given to the Programme, Financial and Administrative Committee at the Governing Body's 244th (November 1989)[6] and 245th (February-March 1990)[7] Sessions. This category includes:

- Assignment grant (which will replace the installation allowance).
- Mobility allowance (new allowance).
- Hardship allowance (new allowance).

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[5] In March 1991 this will overtake and replace the current scale of separation payments as a result of the expected incorporation of multiplier points into the basic salary.

[6] GB.244/PFA/8/15.

[7] GB.245/PFA/9/6.

- Non-removal allowance (which will replace the non-resident allowance).

55. The major increase in this item arises from the proposed increase in entitlement for the assignment grant.

Rental subsidy

56. The increase arising from the revisions to the rental subsidy scheme proposed by the International Civil Service Commission to the current session of the United Nations General Assembly is largely offset by an overprovision for this item in 1990-91.

Terminal payments

57. Terminal payments for the General Service category are composed of a provision of 6 per cent of basic salary. The effect of increases in the basic salary scale has been offset by a decrease in the number of staff eligible for repatriation grants.

Objects of expenditure

58. Cost increases included in the expenditure budget are calculated primarily on the basis of types or objects of expenditure. The object of expenditure classification used in this document, a description of which follows, is that which has been developed through consultations between the organisations in the United Nations system and approved by the ACC for inter-agency reporting purposes, compatible budget annexes, and, to the extent possible, for internal expenditure reporting. Information Annexes Nos. 3 and 4 also give information on the budget by type of expenditure (object of expenditure).

Staff costs

This object combines two of the objects of expenditure headings of the common inter-agency classification, namely salaries and common staff costs, as only a single heading for staff costs is required in the ILO programme and budget which uses a standard cost factor. Expenditure under this heading includes Professional and General Service staff at standard cost, salaries and related costs for officials at grade D.2 and above, salaries for short-term conference staff, salaries for local staff in external offices, overtime, statutory representation allowances and travel on interview. Details of the composition of the staff standard cost factors are given in paragraphs 33 to 57 above. Since some staff costs in the budgetary tables are not covered by the standard cost factors, the dollar estimates for staff costs do not always correspond to the product of multiplying the work-years and work-months by the standard cost factors.

Travel on official business

Travelling expenses and subsistence allowances of delegates to meetings, and of ILO staff on mission and servicing meetings.

Contractual Services

External collaboration, external printing and binding and part-time national correspondents.

General operating expenses

Rental and maintenance of premises, utilities, rental and maintenance of furniture, equipment and vehicles, communications, hospitality and miscellaneous services.

Supplies and materials

Stationery and office supplies, library books, public information supplies and other regular supplies.

Furniture and equipment

Standard office furniture and equipment, special equipment and transportation equipment.

Acquisition and improvement of premises

New premises, improvements to premises, and amortisation of loans relating thereto.

Fellowships, grants and contributions

Fellowships, seminars, grants and contributions towards programme-related activities.

Other expenditure

Contributions to joint administrative activities within the United Nations system.

Operational activities

Salaries and related costs of experts, salaries of locally recruited project staff, fellowships, seminars, travelling expenses and subsistence allowances of ILO expert staff on mission, other expenditure incurred directly for field projects — for communications, external collaboration, subcontracts, freight, supplies and materials, equipment and miscellaneous items.

Information annex No. 3A

Breakdown by appropriation line and by object of expenditure [1]

(in constant 1990-91 dollars)

	1 STAFF COSTS	2 TRAVEL ON OFFICIAL BUSINESS	3 CONTRACTUAL SERVICES	4 GENERAL OPERATING EXPENSES	5 SUPPLIES AND MATERIALS	6 FURNITURE AND EQUIPMENT	7 ACQUISITION AND IMPROVEMENT OF PREMISES	8 FELLOWSHIP GRANTS AND CONTRIBUTIONS	9 OTHER ITEMS	10 RBTC	TOTAL
PART I. ORDINARY BUDGET											
010 INTERNATIONAL LABOUR CONFERENCE											
1990-91	6,483,227	19,200	2,966,000	837,600	146,300	-	-	-	-	-	10,452,327
1992-93	6,183,227	19,200	2,616,000	787,600	146,300	-	-	-	-	-	9,752,327
020 GOVERNING BODY											
1990-91	-	1,815,359	-	62,858	-	-	-	-	-	-	1,878,217
1992-93	-	1,615,359	-	62,858	-	-	-	-	-	-	1,678,217
030 MAJOR REGIONAL MEETINGS											
1990-91	337,392	647,834	50,300	62,200	-	-	-	-	-	-	1,097,726
1992-93	386,992	1,229,850	61,300	107,500	56,150	-	-	-	-	-	1,841,792
040 GENERAL MANAGEMENT											
1990-91	6,395,538	540,020	78,486	301,321	-	-	-	-	-	-	7,315,365
1992-93	6,051,716	496,560	40,100	301,321	-	-	-	-	-	-	6,889,697
050 INTERNATIONAL LABOUR STANDARDS AND HUMAN RIGHTS											
1990-91	10,652,077	751,185	891,043	85,440	4,460	10,234	-	-	-	660,400	13,054,839
1992-93	10,781,208	596,973	800,647	-	4,460	-	-	-	-	759,470	12,942,758
060 EMPLOYMENT AND DEVELOPMENT											
1990-91	11,028,537	492,366	838,587	11,160	10,160	19,383	-	-	-	1,097,200	13,497,393
1992-93	10,546,842	316,350	643,915	-	-	20,000	-	-	-	713,180	12,240,287
070 TRAINING											
1990-91	8,678,560	367,219	399,930	-	30,437	-	-	10,400	-	1,061,840	10,548,386
1992-93	8,351,704	308,780	371,363	-	29,215	-	-	10,400	-	729,716	9,801,178
075 TURIN CENTRE											
1990-91	-	-	-	-	-	-	-	3,400,000	-	-	3,400,000
1992-93	-	-	-	-	-	-	-	3,400,000	-	-	3,400,000
080 INDUSTRIAL RELATIONS AND LABOUR ADMINISTRATION											
1990-91	6,699,810	290,810	363,753	-	3,250	-	-	-	-	584,480	7,942,103
1992-93	6,435,485	253,333	286,842	-	3,088	-	-	-	-	438,360	7,417,108
090 WORKING CONDITIONS AND ENVIRONMENT											
1990-91	9,654,448	623,367	539,459	-	-	-	-	-	-	1,321,840	12,139,114
1992-93	9,123,432	463,796	477,200	-	-	35,000	-	-	-	991,380	11,090,808
100 SECTORAL ACTIVITIES											
1990-91	8,745,244	3,527,016	104,900	-	10,524	-	-	99,150	-	505,440	12,992,274
1992-93	8,663,871	2,874,741	252,653	-	10,000	-	-	101,592	-	328,536	12,231,393
110 SOCIAL SECURITY											
1990-91	3,675,816	145,956	108,502	-	-	4,817	-	138,350	-	332,800	4,406,241
1992-93	3,633,486	98,000	114,000	-	-	9,500	-	-	-	299,520	4,154,506
115 INTERNATIONAL SOCIAL SECURITY ASSOCIATION											
1990-91	-	-	-	-	-	-	-	432,294	-	-	432,294
1992-93	-	-	-	-	-	-	-	432,294	-	-	432,294
120 LABOUR INFORMATION AND STATISTICS											
1990-91	14,155,969	250,985	667,991	2,016,636	906,491	60,825	-	24,350	956,080	82,160	19,121,487
1992-93	14,243,509	291,600	1,411,800	2,167,449	857,620	70,969	-	24,000	540,000	73,944	19,680,891

	1	2	3	4	5	6	7	8	9	10	TOTAL
	STAFF COSTS	TRAVEL ON OFFICIAL BUSINESS	CONTRACTUAL SERVICES	GENERAL OPERATING EXPENSES	SUPPLIES AND MATERIALS	FURNITURE AND EQUIPMENT	ACQUISITION AND IMPROVEMENT OF PREMISES	FELLOWSHIP GRANTS AND CONTRIBUTIONS	OTHER ITEMS	RBTC	
130 INTERNATIONAL INSTITUTE FOR LABOUR STUDIES											
1990-91	-	-	-	-	-	-	-	3,492,307	-	159,120	3,651,427
1992-93	-	-	-	-	-	-	-	3,278,769	-	143,208	3,421,977
140 INTERDEPARTMENTAL PROJECTS											
1990-91	-	-	-	-	-	-	-	-	-	-	-
1992-93	4,499,628	725,781	1,082,136	55,000	-	-	-	50,000	-	760,000	7,172,545
150 PROGRAMMING AND CO-ORDINATION OF TECHNICAL CO-OPERATION											
1990-91	1,252,500	122,586	9,954	-	-	-	-	-	-	941,200	2,326,240
1992-93	1,252,500	51,334	9,954	-	-	-	-	-	-	950,000	2,263,788
160 PERSONNEL											
1990-91	8,295,538	104,191	358,732	66,061	-	96,914	-	708,229	51,900	-	9,681,565
1992-93	8,057,269	146,900	76,000	57,944	-	39,000	-	821,437	42,000	-	9,240,550
170 FINANCIAL AND CENTRAL ADMINISTRATIVE SERVICES											
1990-91	21,175,173	33,115	143,581	12,008,943	374,857	284,214	-	-	27,429	-	34,047,312
1992-93	21,597,565	36,100	10,200	10,114,065	411,800	202,142	-	-	28,500	-	32,400,372
180 EDITORIAL AND DOCUMENT SERVICES											
1990-91	21,935,469	28,155	1,176,016	2,014,226	299,639	283,540	-	-	-	-	25,737,045
1992-93	21,052,376	39,965	1,259,637	1,578,226	285,102	202,673	-	-	-	-	24,417,979
190 LEGAL SERVICES											
1990-91	1,784,432	16,587	49,771	-	-	-	-	-	-	-	1,850,790
1992-93	1,758,072	28,024	-	-	-	-	-	-	-	-	1,786,096
200 PROGRAMMING AND MANAGEMENT											
1990-91	3,540,705	135,953	49,771	-	-	-	-	-	-	83,200	3,809,629
1992-93	3,363,783	135,951	39,770	-	-	-	-	-	-	74,880	3,614,384
220 RELATIONS AND MEETINGS											
1990-91	19,928,174	112,235	553,637	4,800	-	71,278	-	-	-	-	20,670,124
1992-93	19,456,105	103,868	554,765	-	-	41,821	-	-	-	-	20,156,559
225 EMPLOYERS' ACTIVITIES											
1990-91	1,622,250	75,365	49,771	-	-	3,240	-	-	-	1,183,520	2,934,146
1992-93	1,668,660	85,600	200,000	-	-	-	-	-	-	1,242,696	3,196,956
230 WORKERS' ACTIVITIES											
1990-91	4,569,620	329,073	398,794	-	-	-	-	648,426	-	2,938,000	8,883,913
1992-93	4,543,326	306,421	306,500	-	-	9,000	-	703,758	-	3,020,580	8,889,585
235 PUBLIC INFORMATION											
1990-91	2,815,548	83,536	681,848	18,071	134,255	3,973	-	-	-	-	3,737,231
1992-93	2,451,060	79,930	497,881	4,873	135,555	13,723	-	-	-	-	3,183,022
240 LIAISON OFFICE WITH UNITED NATIONS, NEW YORK											
1990-91	922,480	95,400	73,840	449,500	23,600	11,900	-	-	-	-	1,576,720
1992-93	922,480	82,000	72,840	449,500	23,600	11,900	-	-	-	-	1,562,320
250 FIELD PROGRAMMES IN AFRICA											
1990-91	15,196,071	1,491,864	106,100	1,664,031	211,400	186,700	-	-	50,000	5,593,120	24,499,286
1992-93	15,864,843	1,611,664	114,800	1,624,811	231,400	198,200	-	-	30,000	5,844,810	25,520,528
260 FIELD PROGRAMMES IN THE AMERICAS											
1990-91	12,502,105	1,075,797	156,900	1,994,666	200,150	33,250	-	380,000	-	5,148,000	21,490,868
1992-93	12,905,623	1,062,643	164,000	1,956,866	200,150	32,650	-	380,000	-	5,225,000	21,926,932
265 FIELD PROGRAMMES IN ARAB STATES											
1990-91	3,520,142	306,870	60,560	57,240	16,960	19,080	-	-	-	440,960	4,421,812
1992-93	3,638,666	289,938	58,340	57,240	16,960	19,080	-	-	-	452,000	4,532,224
270 FIELD PROGRAMMES IN ASIA AND THE PACIFIC											
1990-91	13,100,846	868,597	165,700	2,269,900	197,831	82,100	-	-	-	5,720,000	22,404,974
1992-93	13,608,806	868,597	165,400	2,263,550	200,881	82,100	-	-	-	5,806,000	22,995,334
280 FIELD PROGRAMMES IN EUROPE											
1990-91	4,119,376	198,777	115,400	966,143	77,200	53,070	-	-	-	226,720	5,756,686
1992-93	4,272,668	199,670	111,600	936,800	73,100	27,500	-	-	-	325,000	5,946,338

	1	2	3	4	5	6	7	8	9	10	TOTAL
	STAFF COSTS	TRAVEL ON OFFICIAL BUSINESS	CONTRACTUAL SERVICES	GENERAL OPERATING EXPENSES	SUPPLIES AND MATERIALS	FURNITURE AND EQUIPMENT	ACQUISITION AND IMPROVEMENT OF PREMISES	FELLOWSHIP GRANTS AND CONTRIBUTIONS	OTHER ITEMS	RBTC	
	290 OTHER BUDGETARY PROVISIONS										
1990-91	884,493	2,487	8,750	619,200	-	-	6,398,911	5,440,243	2,205,220	-	15,559,304
1992-93	884,493	2,487	8,750	619,200	-	-	6,398,911	5,440,243	2,181,825	-	15,535,909
	ADJUSTMENT FOR STAFF TURNOVER										
1990-91	-1,751,838	-	-	-	-	-	-	-	-	-	-1,751,838
1992-93	-1,751,838	-	-	-	-	-	-	-	-	-	-1,751,838
	EXCHANGE RATE ADJUSTMENTS										
1990-91	-	-	-	-	-	-	-	-	-	-	-
1992-93	-	-	-	-	-	-	-	-	-	-	-
	SUB TOTAL (PARTI)										
1990-91	221,919,702	14,551,905	11,168,076	25,509,996	2,647,514	1,224,518	6,398,911	14,773,749	3,290,629	28,080,000	329,565,000
1992-93	224,447,557	14,421,415	11,808,393	23,144,803	2,685,381	1,015,258	6,398,911	14,642,493	2,822,325	28,178,280	329,564,816
	PART II. UNFORESEEN EXPENDITURE										
	295 UNFORESEEN EXPENDITURE										
1990-91	-	-	-	-	-	-	-	-	875,000	-	875,000
1992-93	-	-	-	-	-	-	-	-	875,000	-	875,000
	PART III. WORKING CAPITAL FUND										
	296 WORKING CAPITAL FUND										
1990-91	-	-	-	-	-	-	-	-	-	-	-
1992-93	-	-	-	-	-	-	-	-	-	-	-
1990-91	**TOTAL (PART I-III)**										
	221,919,702	14,551,905	11,168,076	25,509,996	2,647,514	1,224,518	6,398,911	14,773,749	4,165,629	28,080,000	330,440,000
1992-93	**TOTAL (PART I-III)**										
	224,447,557	14,421,415	11,808,393	23,144,803	2,685,381	1,015,258	6,398,911	14,642,493	3,697,325	28,178,280	330,439,816

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[1] A description of the types of expenditure included in each of the above objects of expenditure is given in paragraph 58 of Information annex No. 2.

Information annex No. 3B

Breakdown by appropriation line and by object of expenditure [1]

(recosted)

	1 STAFF COSTS	2 TRAVEL ON OFFICIAL BUSINESS	3 CONTRACTUAL SERVICES	4 GENERAL OPERATING EXPENSES	5 SUPPLIES AND MATERIALS	6 FURNITURE AND EQUIPMENT	7 ACQUISITION AND IMPROVEMENT OF PREMISES	8 FELLOWSHIP GRANTS AND CONTRIBUTIONS	9 OTHER ITEMS	10 RBTC	TOTAL
					PART I. ORDINARY BUDGET						
	010 INTERNATIONAL LABOUR CONFERENCE										
1990-91	6,483,227	19,200	2,966,000	837,600	146,300	-	-	-	-	-	10,452,327
1992-93	6,804,640	20,000	2,886,000	875,000	182,600	-	-	-	-	-	10,768,240
	020 GOVERNING BODY										
1990-91	-	1,815,359	-	62,858	-	-	-	-	-	-	1,878,217
1992-93	-	1,780,000	-	66,958	-	-	-	-	-	-	1,846,958
	030 MAJOR REGIONAL MEETINGS										
1990-91	337,392	647,834	50,300	62,200	-	-	-	-	-	-	1,097,726
1992-93	475,920	1,459,830	67,585	118,515	61,870	-	-	-	-	-	2,183,720
	040 GENERAL MANAGEMENT										
1990-91	6,395,538	540,020	78,486	301,321	-	-	-	-	-	-	7,315,365
1992-93	6,835,846	589,410	45,510	343,000	-	-	-	-	-	-	7,813,766
	050 INTERNATIONAL LABOUR STANDARDS AND HUMAN RIGHTS										
1990-91	10,652,077	751,185	891,043	85,440	4,460	10,234	-	-	-	660,400	13,054,839
1992-93	12,251,625	661,203	898,097	-	4,920	-	-	-	-	910,500	14,726,345
	060 EMPLOYMENT AND DEVELOPMENT										
1990-91	11,028,537	492,366	838,587	11,160	10,160	19,383	-	-	-	1,097,200	13,497,393
1992-93	11,984,670	375,500	730,855	-	-	22,440	-	-	-	855,800	13,969,265
	070 TRAINING										
1990-91	8,678,560	367,219	399,930	-	30,437	-	-	10,400	-	1,061,840	10,548,386
1992-93	9,484,640	366,520	421,498	-	32,225	-	-	12,480	-	875,700	11,193,063
	075 TURIN CENTRE										
1990-91	-	-	-	-	-	-	-	3,400,000	-	-	3,400,000
1992-93	-	-	-	-	-	-	-	3,893,000	-	-	3,893,000
	080 INDUSTRIAL RELATIONS AND LABOUR ADMINISTRATION										
1990-91	6,699,810	290,810	363,753	-	3,250	-	-	-	-	584,480	7,942,103
1992-93	7,307,803	300,313	325,562	-	3,408	-	-	-	-	526,000	8,463,086
	090 WORKING CONDITIONS AND ENVIRONMENT										
1990-91	9,654,448	623,367	539,459	-	-	-	-	-	-	1,321,840	12,139,114
1992-93	10,359,240	548,826	540,015	-	-	39,270	-	-	-	1,189,700	12,677,051
	100 SECTORAL ACTIVITIES										
1990-91	8,745,244	3,527,016	104,900	-	10,524	-	-	99,150	-	505,440	12,992,274
1992-93	9,848,835	3,393,871	286,768	-	11,030	-	-	116,400	-	394,200	14,051,104
	110 SOCIAL SECURITY										
1990-91	3,675,816	145,956	108,502	-	-	4,817	-	138,350	-	332,800	4,406,241
1992-93	4,123,520	116,330	129,295	-	-	10,660	-	-	-	359,400	4,739,205
	115 INTERNATIONAL SOCIAL SECURITY ASSOCIATION										
1990-91	-	-	-	-	-	-	-	432,294	-	-	432,294
1992-93	-	-	-	-	-	-	-	494,700	-	-	494,700
	120 LABOUR INFORMATION AND STATISTICS										
1990-91	14,155,969	250,985	667,991	2,016,636	906,491	60,825	-	24,350	956,080	82,160	19,121,487
1992-93	16,162,710	345,095	1,593,810	2,390,689	945,510	79,619	-	28,320	615,600	88,700	22,250,053

	1	2	3	4	5	6	7	8	9	10	TOTAL
	STAFF COSTS	TRAVEL ON OFFICIAL BUSINESS	CONTRACTUAL SERVICES	GENERAL OPERATING EXPENSES	SUPPLIES AND MATERIALS	FURNITURE AND EQUIPMENT	ACQUISITION AND IMPROVEMENT OF PREMISES	FELLOWSHIP GRANTS AND CONTRIBUTIONS	OTHER ITEMS	RBTC	
	130 INTERNATIONAL INSTITUTE FOR LABOUR STUDIES										
1990-91	-	-	-	-	-	-	-	3,492,307	-	159,120	3,651,427
1992-93	-	-	-	-	-	-	-	3,785,000	-	172,000	3,957,000
	140 INTERDEPARTMENTAL PROJECTS										
1990-91	-	-	-	-	-	-	-	-	-	-	-
1992-93	5,126,190	859,231	1,228,226	60,665	-	-	-	55,150	-	912,000	8,241,462
	150 PROGRAMMING AND CO-ORDINATION OF TECHNICAL CO-OPERATION										
1990-91	1,252,500	122,586	9,954	-	-	-	-	-	-	941,200	2,326,240
1992-93	1,412,940	60,934	11,294	-	-	-	-	-	-	1,140,000	2,625,168
	160 PERSONNEL										
1990-91	8,295,538	104,191	358,732	66,061	-	96,914	-	708,229	51,900	-	9,681,565
1992-93	9,120,105	174,370	86,260	63,914	-	43,760	-	931,647	46,305	-	10,466,361
	170 FINANCIAL AND CENTRAL ADMINISTRATIVE SERVICES										
1990-91	21,175,173	33,115	143,581	12,008,943	374,857	284,214	-	-	27,429	-	34,047,312
1992-93	24,484,431	42,850	11,580	11,902,000	451,000	227,080	-	-	50,000	-	37,168,941
	180 EDITORIAL AND DOCUMENT SERVICES										
1990-91	21,935,469	28,155	1,176,016	2,014,226	299,639	283,540	-	-	-	-	25,737,045
1992-93	23,823,642	47,440	1,407,552	1,906,786	314,472	223,848	-	-	-	-	27,723,740
	190 LEGAL SERVICES										
1990-91	1,784,432	16,587	49,771	-	-	-	-	-	-	-	1,850,790
1992-93	1,997,280	33,264	-	-	-	-	-	-	-	-	2,030,544
	200 PROGRAMMING AND MANAGEMENT										
1990-91	3,540,705	135,953	49,771	-	-	-	-	-	-	83,200	3,809,629
1992-93	3,817,605	161,361	45,140	-	-	-	-	-	-	89,900	4,114,006
	220 RELATIONS AND MEETINGS										
1990-91	19,928,174	112,235	553,637	4,800	-	71,278	-	-	-	-	20,670,124
1992-93	23,037,670	123,288	626,595	-	-	46,921	-	-	-	-	23,834,474
	225 EMPLOYERS' ACTIVITIES										
1990-91	1,622,250	75,365	49,771	-	-	3,240	-	-	-	1,183,520	2,934,146
1992-93	1,886,100	101,605	227,000	-	-	-	-	-	-	1,491,200	3,705,905
	230 WORKERS' ACTIVITIES										
1990-91	4,569,620	329,073	398,794	-	-	-	-	648,426	-	2,938,000	8,883,913
1992-93	5,156,389	363,231	342,290	-	-	10,100	-	844,508	-	3,624,700	10,341,218
	235 PUBLIC INFORMATION										
1990-91	2,815,548	83,536	681,848	18,071	134,255	3,973	-	-	-	-	3,737,231
1992-93	2,785,740	94,880	556,491	5,373	149,515	15,393	-	-	-	-	3,607,392
	240 LIAISON OFFICE WITH UNITED NATIONS, NEW YORK										
1990-91	922,480	95,400	73,840	449,500	23,600	11,900	-	-	-	-	1,576,720
1992-93	1,059,840	96,760	73,640	517,000	29,000	13,000	-	-	-	-	1,789,240
	250 FIELD PROGRAMMES IN AFRICA										
1990-91	15,196,071	1,491,864	106,100	1,664,031	211,400	186,700	-	-	50,000	5,593,120	24,499,286
1992-93	18,279,146	1,933,994	128,200	2,105,200	255,000	225,900	-	-	33,000	7,000,000	29,960,440
	260 FIELD PROGRAMMES IN THE AMERICAS										
1990-91	12,502,105	1,075,797	156,900	1,994,666	200,150	33,250	-	380,000	-	5,148,000	21,490,868
1992-93	15,193,486	1,325,308	187,700	2,664,000	262,150	47,200	-	400,000	-	6,270,000	26,349,844
	265 FIELD PROGRAMMES IN ARAB STATES										
1990-91	3,520,142	306,870	60,560	57,240	16,960	19,080	-	-	-	440,960	4,421,812
1992-93	4,145,356	344,158	64,920	63,105	18,700	21,405	-	-	-	543,000	5,200,644
	270 FIELD PROGRAMMES IN ASIA AND THE PACIFIC										
1990-91	13,100,846	868,597	165,700	2,269,900	197,831	82,100	-	-	-	5,720,000	22,404,974
1992-93	15,209,966	1,042,317	207,300	2,927,700	226,000	91,900	-	-	-	6,967,200	26,672,383
	280 FIELD PROGRAMMES IN EUROPE										
1990-91	4,119,376	198,777	115,400	966,143	77,200	53,070	-	-	-	226,720	5,756,686
1992-93	5,097,400	236,400	121,500	1,269,100	98,300	30,500	-	-	-	390,000	7,243,200

	1	2	3	4	5	6	7	8	9	10	TOTAL
	STAFF COSTS	TRAVEL ON OFFICIAL BUSINESS	CONTRACTUAL SERVICES	GENERAL OPERATING EXPENSES	SUPPLIES AND MATERIALS	FURNITURE AND EQUIPMENT	ACQUISITION AND IMPROVEMENT OF PREMISES	FELLOWSHIP GRANTS AND CONTRIBUTIONS	OTHER ITEMS	RBTC	
	290 OTHER BUDGETARY PROVISIONS										
1990-91	884,493	2,487	8,750	619,200	-	-	6,398,911	5,440,243	2,205,220	-	15,559,304
1992-93	1,006,345	2,950	10,000	637,000	-	-	6,398,911	6,089,284	2,372,000	-	16,516,490
	ADJUSTMENT FOR STAFF TURNOVER										
1990-91	-1,751,838	-	-	-	-	-	-	-	-	-	-1,751,838
1992-93	-2,014,008	-	-	-	-	-	-	-	-	-	-2,014,008
	EXCHANGE RATE ADJUSTMENTS										
1990-91	-	-	-	-	-	-	-	-	-	-	-
1992-93	-	-	-	-	-	-	-	-	-	-	-
	SUB TOTAL (PARTI)										
1990-91	221,919,702	14,551,905	11,168,076	25,509,996	2,647,514	1,224,518	6,398,911	14,773,749	3,290,629	28,080,000	329,565,000
1992-93	256,265,072	17,001,239	13,260,683	27,916,005	3,045,700	1,148,996	6,398,911	16,650,489	3,116,905	33,800,000	378,604,000
	PART II. UNFORESEEN EXPENDITURE										
	295 UNFORESEEN EXPENDITURE										
1990-91	-	-	-	-	-	-	-	-	875,000	-	875,000
1992-93	-	-	-	-	-	-	-	-	875,000	-	875,000
	PART III. WORKING CAPITAL FUND										
	296 WORKING CAPITAL FUND										
1990-91	-	-	-	-	-	-	-	-	-	-	-
1992-93	-	-	-	-	-	-	-	-	-	-	-
1990-91	**TOTAL (PART I-III)**										
	221,919,702	14,551,905	11,168,076	25,509,996	2,647,514	1,224,518	6,398,911	14,773,749	4,165,629	28,080,000	330,440,000
1992-93	**TOTAL (PART I-III)**										
	256,265,072	17,001,239	13,260,683	27,916,005	3,045,700	1,148,996	6,398,911	16,650,489	3,991,905	33,800,000	379,479,000

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[1] A description of the types of expenditure included in each of the above objects of expenditure is given in paragraph 58 of Information annex No. 2.

Information annex No. 4

Expenditure estimates and analysis of increases and decreases by object of expenditure [1]

OBJECT OF EXPENDITURE	(A)	(B)	(C)		(D)		(E)	(F)
	1990-91	1992-93 ESTIMATES IN CONSTANT 1990-91 DOLLARS	PROGRAMME INCREASE (DECREASE)		COST INCREASE (DECREASE)		1992-93	% OF TOTAL BUDGET
	$	$	$	%	$	%	$	%
PROGRAMMES OF ACTIVITY								
STAFF COSTS	221,919,702	224,447,557	2,527,855	1.14	31,817,515	14.18	256,265,072	67.53
TRAVEL ON OFFICIAL BUSINESS	14,551,905	14,421,415	(130,490)	(.90)	2,579,824	17.89	17,001,239	4.48
CONTRACTUAL SERVICES	11,168,076	11,808,393	640,317	5.73	1,452,290	12.30	13,260,683	3.49
GENERAL OPERATING EXPENSES	25,509,996	23,144,803	(2,365,193)	(9.27)	4,771,202	20.61	27,916,005	7.36
SUPPLIES AND MATERIALS	2,647,514	2,685,381	37,867	1.43	360,319	13.42	3,045,700	.80
FURNITURE AND EQUIPMENT	1,224,518	1,015,258	(209,260)	(17.09)	133,738	13.17	1,148,996	.30
ACQUISITION AND IMPROVEMENT OF PREMISES	6,398,911	6,398,911	-	-	-	-	6,398,911	1.69
FELLOWSHIP GRANTS AND CONTRIBUTIONS	14,773,749	14,642,493	(131,256)	(.89)	2,007,996	13.71	16,650,489	4.39
OTHER EXPENDITURE	3,290,629	2,822,325	(468,304)	(14.23)	294,580	10.44	3,116,905	.82
OPERATIONAL ACTIVITIES AND OTHER NON PROGRAMME COSTS	28,080,000	28,178,280	98,280	.35	5,621,720	19.95	33,800,000	8.91
TOTAL PROGRAMMES OF ACTIVITY	**329,565,000**	**329,564,816**	**(184)**	-	**49,039,184**	**14.88**	**378,604,000**	**99.77**
FINANCIAL FACTORS :								
UNFORESEEN EXPENDITURE	875,000	875,000	-	-	-	-	875,000	.23
WORKING CAPITAL FUND	-	-	-	-	-	-	-	-
TOTAL	**330,440,000**	**330,439,816**	**(184)**	-	**49,039,184**	**14.84**	**379,479,000**	**100.00**

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[1] A description of the types of expenditure included in each of the above objects of expenditure is given in paragraph 58 of Information annex No. 2.

Information annex No. 5

Breakdown by appropriation line and by main sources of funds

APPROPRIATION LINE			MAIN SOURCE OF FUNDS			
			REGULAR BUDGET	UNITED NATIONS SOURCES	ALL OTHER SOURCES	TOTAL
10	INTERNATIONAL LABOUR CONFERENCE	1990-91	10,452,327	-	-	10,452,327
		1992-93	9,752,327	-	-	9,752,327
20	GOVERNING BODY	1990-91	1,878,217	-	-	1,878,217
		1992-93	1,678,217	-	-	1,678,217
30	MAJOR REGIONAL MEETINGS	1990-91	1,097,726	-	-	1,097,726
		1992-93	1,841,792	-	-	1,841,792
40	GENERAL MANAGEMENT	1990-91	7,315,365	-	-	7,315,365
		1992-93	6,889,697	-	-	6,889,697
50	INTERNATIONAL LABOUR STANDARDS AND HUMAN RIGHTS	1990-91	13,054,839	-	220,000	13,274,839
		1992-93	12,942,758	55,426	1,280,000	14,278,184
60	EMPLOYMENT AND DEVELOPMENT	1990-91	13,497,393	67,411,989	26,500,000	107,409,382
		1992-93	12,240,287	80,123,649	41,780,000	134,143,936
70	TRAINING	1990-91	10,548,386	54,076,755	24,900,000	89,525,141
		1992-93	9,801,178	62,623,360	21,950,000	94,374,538
75	TURIN CENTRE	1990-91	3,400,000	-	-	3,400,000
		1992-93	3,400,000	-	-	3,400,000
80	INDUSTRIAL RELATIONS AND LABOUR ADMINISTRATION	1990-91	7,942,103	4,786,520	2,100,000	14,828,623
		1992-93	7,417,108	2,629,825	3,950,000	13,996,933
90	WORKING CONDITIONS AND ENVIRONMENT	1990-91	12,139,114	3,552,284	1,550,000	17,241,398
		1992-93	11,090,808	3,599,960	7,650,000	22,340,768
100	SECTORAL ACTIVITIES	1990-91	12,992,274	18,552,848	16,500,000	48,045,122
		1992-93	12,231,393	24,421,615	26,690,000	63,343,008
110	SOCIAL SECURITY	1990-91	4,406,241	2,748,002	400,000	7,554,243
		1992-93	4,154,506	4,200,617	1,150,000	9,505,123
115	INTERNATIONAL SOCIAL SECURITY ASSOCIATION	1990-91	432,294	-	-	432,294
		1992-93	432,294	-	-	432,294
120	LABOUR INFORMATION AND STATISTICS	1990-91	19,121,487	2,141,236	-	21,262,723
		1992-93	19,680,891	2,249,922	-	21,930,813
130	INTERNATIONAL INSTITUTE FOR LABOUR STUDIES	1990-91	3,651,427	-	-	3,651,427
		1992-93	3,421,977	-	-	3,421,977
140	INTERDEPARTMENTAL PROJECTS	1990-91	-	-	-	-
		1992-93	7,172,545	-	-	7,172,545
150	PROGRAMMING AND CO-ORDINATION OF TECHNICAL CO-OPERATION	1990-91	2,326,240	8,234,242	1,100,000	11,660,482
		1992-93	2,263,788	8,781,578	1,320,000	12,365,366
160	PERSONNEL	1990-91	9,681,565	1,024,986	660,692	11,367,243
		1992-93	9,240,550	1,195,309	840,692	11,276,551
170	FINANCIAL AND CENTRAL ADMINISTRATIVE SERVICES	1990-91	34,047,312	3,105,615	-	37,152,927
		1992-93	32,400,372	3,176,247	-	35,576,619
180	EDITORIAL AND DOCUMENT SERVICES	1990-91	25,737,045	-	3,107,140	28,844,185
		1992-93	24,417,979	-	3,225,780	27,643,759
190	LEGAL SERVICES	1990-91	1,850,790	-	-	1,850,790
		1992-93	1,786,096	-	101,592	1,887,688
200	PROGRAMMING AND MANAGEMENT	1990-91	3,809,629	349,040	101,592	4,260,261
		1992-93	3,614,384	349,040	101,592	4,065,016
220	RELATIONS AND MEETINGS	1990-91	20,670,124	-	-	20,670,124
		1992-93	20,156,559	-	-	20,156,559
225	EMPLOYERS' ACTIVITIES	1990-91	2,934,146	100,351	1,600,000	4,634,497
		1992-93	3,196,956	61,947	1,430,000	4,688,903
230	WORKERS' ACTIVITIES	1990-91	8,883,913	483,280	8,300,000	17,667,193
		1992-93	8,889,585	525,369	9,310,000	18,724,954
235	PUBLIC INFORMATION	1990-91	3,737,231	-	-	3,737,231
		1992-93	3,183,022	-	-	3,183,022
240	LIAISON OFFICE WITH UNITED NATIONS, NEW YORK	1990-91	1,576,720	-	-	1,576,720
		1992-93	1,562,320	-	-	1,562,320

APPROPRIATION LINE			MAIN SOURCE OF FUNDS			
			REGULAR BUDGET	UNITED NATIONS SOURCES	ALL OTHER SOURCES	TOTAL
250	FIELD PROGRAMMES IN AFRICA	1990-91	24,499,286	1,486,442	-	25,985,728
		1992-93	25,520,528	1,913,658	-	27,434,186
260	FIELD PROGRAMMES IN THE AMERICAS	1990-91	21,490,868	555,414	8,000	22,054,282
		1992-93	21,926,932	576,776	8,000	22,511,708
265	FIELD PROGRAMMES IN ARAB STATES	1990-91	4,421,812	207,209	-	4,629,021
		1992-93	4,532,224	125,529	-	4,657,753
270	FIELD PROGRAMMES IN ASIA AND THE PACIFIC	1990-91	22,404,974	957,608	-	23,362,582
		1992-93	22,995,334	690,719	-	23,686,053
280	FIELD PROGRAMMES IN EUROPE	1990-91	5,756,686	344,592	333,000	6,434,278
		1992-93	5,946,338	344,592	472,000	6,762,930
290	OTHER BUDGETARY PROVISIONS	1990-91	15,559,304	-	250,359	15,809,663
		1992-93	15,535,909	-	250,359	15,786,268
292	ADJUSTMENT FOR STAFF TURNOVER	1990-91	(1,751,838)	-	-	(1,751,838)
		1992-93	(1,751,838)	-	-	(1,751,838)
293	EXCHANGE RATE ADJUSTMENTS	1990-91	-	-	-	-
		1992-93	-	-	-	-
295	UNFORESEEN EXPENDITURE	1990-91	875,000	-	-	875,000
		1992-93	875,000	-	-	875,000
296	WORKING CAPITAL FUND	1990-91	-	-	-	-
		1992-93	-	-	-	-
	TOTAL	**1990-91**	**330,440,000**	**170,118,413**	**87,630,783**	**588,189,196**
	TOTAL	**1992-93**	**330,439,816**	**197,645,138**	**121,510,015**	**649,594,969**

Information annex No. 6

Breakdown by means of action (at 1990-91 cost rates)

Classification by means of action

1. Resources for each technical programme are broken down in a separate budget table by means of action under each major programme. The standard classsification of means of action comprises: *technical meetings, research, dissemination of information, standard-setting activities, technical advisory services, service and support of technical co-operation projects, regular budget field projects and management, General Service support and other activities.* These means of action are inter-related and the distinction between them is not always evident. Thus, it is often difficult to judge under which means of action a given activity would fall most validly. For example, a large proportion of the research proposed is for the preparation of reports for the Governing Body and evaluation studies; other research is designed to enable the Office to provide "technical information", or "technical advisory services" which in turn is closely linked to "operational activities". The point at which one of these means of action turns into another is often difficult to perceive and many activities cut across various means of action. The resources shown under each means of action are therefore purely indicative. Subject to this proviso, the broad definitions of the means of action are set out below.

Technical meetings

2. This heading covers the following types of meetings:

a) Industrial meetings: meetings convened within the framework of the Programme of Industrial Activities on the recommendation of the Industrial Activities Committee. These meetings are listed in programme 100.7 (Industrial meetings).

b) Tripartite advisory meetings: meetings attended by participants representing government, employer and worker circles with a view to advising the Governing Body on the development of future ILO programmes and policies which may command tripartite support in a given field.

c) Meetings of experts: meetings attended by experts appointed in their individual capacity to advise the Office and the Governing Body on a well-defined technical subject.

d) Symposia: meetings, the main purpose of which is to provide for an international exchange of views and experience rather than to reach agreed conclusions for consideration by the Governing Body.

Included under this heading are the direct costs (e.g. travel costs and allowances of delegates) of meetings financed by the regular budget as well as the costs involved in the preparation of the reports for the meeting, servicing the meeting and any administrative follow-up activities which may be necessary (including the records of the proceedings of the meeting). A list of all industrial and technical meetings appears in Information Annex 9.

Research

3. This heading covers:

a) research activities and evaluation studies (other than periodic, mid-term or terminal evaluations of specific technical co-operation projects which are included under "Service and support of technical co-operation projects");

b) studies leading to monographs, published by or on behalf of the ILO or articles in the *International Labour Review*, other technical journals or contributions to the *World Labour Report*;

c) preparation of, or contributions to, reports submitted to the Governing Body and its committees, reports for the Conference other than for the adoption or supervision of standards (including reports for general discussion), and reports for other organisations and inter-agency working groups.

Dissemination of information

4. This heading covers:

a) dissemination of information within the framework of the International Labour Information System (ILIS);

b) compilation, analysis, translation and editing of current information for recurrent publications (e.g. *Social and Labour Bulletin*);

c) representing the ILO at meetings outside the Office; co-ordinating and/or liaising with other organisations;

d) elaboration of new training techniques, teaching aids and teaching materials (including those specifically developed for technical co-operation projects);

e) preparation of manuals and guide-lines when this involves presenting and synthesising existing material rather than undertaking original research;

f) responding to ad hoc requests for information.

Standard-setting activities

5. This heading covers: all work related to the development, formulation, implementation, promotion and revision of the Conventions and Recommendations which make up the International Labour Code as well as ILO declarations and codes of practice and standards elaborated in collaboration

with other organisations and endorsed by the ILO. This includes:

a) the preparation of reports to the Governing Body on the questions proposed for standard setting and the preparation of the reports to the Conference on the items selected;

b) technical analysis, in collaboration with major programme 50 (International labour standards and human rights), of periodic reports on Conventions and Recommendations and other work related to the formulation, implementation and revision of standards.

Technical advisory services

6. This heading covers:

a) responding to ad hoc requests from ILO constituents or other organisations for technical advice in the ILO's field of competence;

b) participation in the programming or evaluation missions of other organisations;

c) participation in educational activities both within the framework of ILO-sponsored projects or at the request of another institution or of ILO constituents.

Service and support of technical co-operation projects

7. This heading covers:

a) *Programme planning and project formulation.* All activities leading to the development and financing of technical co-operation projects, including the design and development of projects; negotiations and consultations with recipients and donors; and preparation of project documents;

b) *Project implementation.* All activities of a technical or administrative nature required in support of the technical co-operation projects for which the Office has responsibility (e.g. technical supervision and evaluation, recruitment of experts, fellowships, equipment procurement, financial management).

Regular budget field projects

8. This heading covers operational activities including expert assignments, fellowships, operational equipment, seminars and study tours. The descriptions of RBTC-funded field projects contain only a general indication of the nature of these activities. Under the regular budget, some elements of the programme can be forecast, but others will not be fixed until nearer or during the biennium, in the light of priority needs as they develop. Indicative figures for the distribution of RBTC credits are shown in the budget tables for the major programmes in the technical sector (by programme and subprogramme) and for the regions.

Management, General Service support and other activities

9. This heading covers all the activities which do not correspond to any of the means of action described above. In particular it covers programme management and support and, in most programmes, General Service clerical and secretarial support.

Resource breakdown by means of action (at 1990-91 cost rates)

PROGRAMMES	TECHNICAL MEETINGS	RESEARCH	DISSEMIN OF INFORMATION	STANDARD-SETTING ACTIVITIES	TECHNICAL CO-OPERATION ACTIVITIES			MANAGEMENT GS SUPPORT AND OTHER ACTIVITIES	TOTAL 1992-93
					ADVISORY SERVICES	SERVICE AND SUPPORT	PROJECTS (INCL RBTC)		
INTERNATIONAL LABOUR STANDARDS AND HUMAN RIGHTS									
050.10	-	-	35,000	101,592	-	517,752	78,670	960,746	1,693,760
050.20	579,571	-	-	4,083,936	309,672	-	306,000	314,568	5,593,747
050.30	-	-	-	1,454,248	-	-	150,000	370,260	1,974,508
050.40	-	414,425	378,557	338,640	112,760	175,899	204,000	476,097	2,100,378
050.50	-	-	1,402,281	-	-	-	20,800	157,284	1,580,365
TOTAL REGULAR BUDGET	**579,571**	**414,425**	**1,815,838**	**5,978,416**	**422,432**	**693,651**	**759,470**	**2,278,955**	**12,942,758**
TOTAL OTHER SOURCES	-	-	-	-	-	-	**1,280,000**	**55,426**	**1,335,426**
EMPLOYMENT AND DEVELOPMENT									
060.10	-	-	390,260	-	-	-	-	439,972	830,232
060.20	-	1,029,892	1,075,718	101,592	897,730	-	-	367,325	3,472,257
060.30	-	447,295	128,987	-	436,795	113,592	-	357,460	1,484,129
060.40	-	488,297	309,760	317,276	935,518	207,184	634,730	437,594	3,330,359
060.50	-	76,172	180,329	16,932	841,803	438,780	-	628,625	2,182,641
060.60	38,364	275,285	188,863	25,398	38,135	-	78,450	296,174	940,669
TOTAL REGULAR BUDGET	**38,364**	**2,316,941**	**2,273,917**	**461,198**	**3,149,981**	**759,556**	**713,180**	**2,527,150**	**12,240,287**
TOTAL OTHER SOURCES	-	-	-	-	-	**5,973,649**	**15,930,000**	-	**121,903,649**
TRAINING									
070.10	-	-	-	-	-	-	40,000	707,916	747,916
070.20	-	939,644	219,510	-	174,388	909,116	334,000	554,806	3,131,464
070.30	-	676,858	57,246	-	691,640	1,092,694	175,000	559,672	3,253,110
070.40	-	654,154	355,758	-	45,330	34,864	-	268,418	1,358,524
070.50	-	257,650	190,252	-	232,184	248,048	180,716	201,314	1,310,164
TOTAL REGULAR BUDGET	-	**2,528,306**	**822,766**	-	**1,143,542**	**2,284,722**	**729,716**	**2,292,126**	**9,801,178**
TOTAL OTHER SOURCES	-	-	-	-	-	**3,373,360**	**81,100,000**	**100,000**	**84,573,360**
INDUSTRIAL RELATIONS AND LABOUR ADMINISTRATION									
080.10	-	-	-	-	-	-	438,360	453,926	892,286
080.20	87,398	1,035,998	352,106	16,932	813,940	463,594	-	922,284	3,692,252
080.30	-	460,368	55,692	101,592	348,365	265,514	-	565,182	1,796,713
080.40	-	375,641	288,705	245,760	66,410	-	-	59,341	1,035,857
TOTAL REGULAR BUDGET	**87,398**	**1,872,007**	**696,503**	**364,284**	**1,228,715**	**729,108**	**438,360**	**2,000,733**	**7,417,108**
TOTAL OTHER SOURCES	-	-	-	-	-	**269,825**	**6,310,000**	-	**6,579,825**
WORKING CONDITIONS AND ENVIRONMENT									
090.10	-	-	-	-	-	185,130	991,380	533,218	1,709,728
090.20	247,762	270,722	3,677,498	84,660	364,272	372,504	-	946,388	5,963,806
090.30	125,364	382,776	1,367,170	33,864	389,436	177,786	-	940,878	3,417,274
TOTAL REGULAR BUDGET	**373,126**	**653,498**	**5,044,668**	**118,524**	**753,708**	**735,420**	**991,380**	**2,420,484**	**11,090,808**
TOTAL OTHER SOURCES	-	-	-	-	-	**216,562**	**11,000,000**	**33,398**	**11,249,960**

PROGRAMMES	TECHNICAL MEETINGS	RESEARCH	DISSEMIN OF INFOR-MATION	STANDARD-SETTING AC-TIVITIES	TECHNICAL CO-OPERATION ACTIVITIES			MANAGE-MENT, GS SUPPORT AND OTHER ACTIVITIES	TOTAL 1992-93
					ADVISORY SERVICES	SERVICE AND SUP-PORT	PROJECTS (INCL. RBTC)		
SECTORAL ACTIVITIES									
100.10	629,136	-	-	-	-	-	123,536	516,778	1,269,450
100.20	939,732	336,378	534,960	153,990	84,660	-	-	638,928	2,688,648
100.30	178,922	-	101,592	59,262	177,786	228,582	205,000	349,032	1,300,176
100.40	491,028	58,330	262,446	127,806	117,491	33,864	-	461,952	1,552,917
100.50	108,864	70,796	208,335	-	203,184	457,164	-	312,641	1,360,984
100.60	-	115,852	59,262	-	143,922	347,106	-	281,320	947,462
100.70	3,111,756	-	-	-	-	-	-	-	3,111,756
TOTAL REGULAR BUDGET	**5,459,438**	**581,356**	**1,166,595**	**341,058**	**727,043**	**1,066,716**	**328,536**	**2,560,651**	**12,231,393**
TOTAL OTHER SOURCES	-	-	-	-	-	**2,111,615**	**49,000,000**	-	**51,111,615**
SOCIAL SECURITY									
110.10	-	1,100,916	349,466	152,388	1,371,022	314,568	299,520	566,626	4,154,506
TOTAL REGULAR BUDGET	-	**1,100,916**	**349,466**	**152,388**	**1,371,022**	**314,568**	**299,520**	**566,626**	**4,154,506**
TOTAL OTHER SOURCES	-	-	-	-	-	**220,617**	**5,130,000**	-	**5,350,617**
LABOUR INFORMATION AND STATISTICS									
120.10	-	-	-	-	-	-	73,944	476,972	550,916
120.20	-	-	4,580,722	-	-	-	-	424,260	5,004,982
120.30	194,864	548,974	2,888,828	256,142	212,102	25,398	-	218,076	4,344,384
120.40	-	-	-	-	-	-	-	9,780,609	9,780,609
TOTAL REGULAR BUDGET	**194,864**	**548,974**	**7,469,550**	**256,142**	**212,102**	**25,398**	**73,944**	**10,899,917**	**19,680,891**
TOTAL OTHER SOURCES	-	-	-	-	-	**58,686**	**1,350,000**	**841,236**	**2,249,922**
INTERDEPARTMENTAL PROJECTS									
140.10	92,000	948,872	251,990	-	135,058	-	100,000	414,849	1,942,769
140.20	102,932	113,126	1,411,844	53,864	151,592	-	280,000	271,840	2,385,198
140.30	99,796	687,248	70,796	-	485,368	-	380,000	291,618	2,014,826
140.40	222,000	-	-	-	607,752	-	-	-	829,752
TOTAL REGULAR BUDGET	**516,728**	**1,749,246**	**1,734,630**	**53,864**	**1,379,770**	-	**760,000**	**978,307**	**7,172,545**
TOTAL OTHER SOURCES	-	-	-	-	-	-	-	-	-
WORKERS' ACTIVITIES									
230.10	-	-	-	-	-	-	-	403,502	403,502
230.20	-	-	-	-	231,030	129,438	-	1,067,678	1,428,146
230.30	137,728	620,612	419,199	-	1,632,846	457,868	3,020,580	769,104	7,057,937
TOTAL REGULAR BUDGET	**137,728**	**620,612**	**419,199**	-	**1,863,876**	**587,306**	**3,020,580**	**2,240,284**	**8,889,585**
TOTAL OTHER SOURCES	-	-	-	-	-	**405,369**	**9,430,000**	-	**9,835,369**

Information annex No. 7

Manpower resources, in work-years, by appropriation line

APPROPRIATION LINE	1992-93			1990-91			INCREASE/(DECREASE)		
	REGULAR BUDGET	OTHER SOURCES OF FUNDS	TOTAL	REGULAR BUDGET	OTHER SOURCES OF FUNDS	TOTAL	REGULAR BUDGET	OTHER SOURCES OF FUNDS	TOTAL
INTERNATIONAL LABOUR CONFERENCE	1/02	-	1/02	1/02	-	1/02	-	-	-
MAJOR REGIONAL MEETINGS	1/00	-	1/00	1/00	-	1/00	-	-	-
GENERAL MANAGEMENT	68/00	-	68/00	72/00	-	72/00	(4/00)	-	(4/00)
INTERNATIONAL LABOUR STANDARDS AND HUMAN RIGHTS	123/05	0/10	124/03	121/03	-	121/03	2/02	0/10	3/00
EMPLOYMENT AND DEVELOPMENT	123/04	68/11	192/03	129/02	61/11	191/01	(5/10)	7/00	1/02
TRAINING	98/11	42/00	140/11	102/03	47/04	149/07	(3/04)	(5/04)	(8/08)
INDUSTRIAL RELATIONS AND LABOUR ADMINISTRATION	75/00	3/09	78/09	77/04	4/04	81/08	(2/04)	(0/07)	(2/11)
WORKING CONDITIONS AND ENVIRONMENT	110/00	2/05	112/05	115/02	2/00	117/02	(5/02)	0/05	(4/09)
SECTORAL ACTIVITIES	94/06	23/07	118/01	95/08	20/04	116/00	(1/02)	3/03	2/01
SOCIAL SECURITY	40/09	2/07	43/04	41/02	1/10	43/00	(0/05)	0/09	0/04
LABOUR INFORMATION AND STATISTICS	178/06	10/01	188/07	176/00	9/06	185/06	2/06	0/07	3/01
INTERDEPARTMENTAL PROJECTS	48/07	-	48/07	-	-	-	48/07	-	48/07
PROGRAMMING AND CO-ORDINATION OF TECHNICAL CO-OPERATION	14/00	114/00	128/00	14/00	106/00	120/00	-	8/00	8/00
PERSONNEL	104/04	25/08	130/00	106/10	22/04	129/02	(2/06)	3/04	0/10
FINANCIAL AND CENTRAL ADMINISTRATIVE SERVICES	333/04	48/01	381/05	324/02	46/11	371/01	9/02	1/02	10/04
EDITORIAL AND DOCUMENT SERVICES	316/00	49/02	365/02	329/06	49/02	378/08	(13/06)	-	(13/06)
LEGAL SERVICES	19/00	1/00	20/00	20/02	-	20/02	(1/02)	1/00	(0/02)
PROGRAMMING AND MANAGEMENT	36/04	5/00	41/04	39/10	5/00	44/10	(3/06)	-	(3/06)
RELATIONS AND MEETINGS	175/00	-	175/00	178/06	-	178/06	(3/06)	-	(3/06)
EMPLOYERS' ACTIVITIES	19/00	1/00	20/00	18/02	1/09	19/11	0/10	(0/09)	0/01
WORKERS' ACTIVITIES	50/05	3/11	54/04	50/07	5/02	55/09	(0/02)	(1/03)	(1/05)
PUBLIC INFORMATION	30/00	-	30/00	33/00	-	33/00	(3/00)	-	(3/00)
LIAISON OFFICE WITH UNITED NATIONS, NEW YORK	14/00	-	14/00	14/00	-	14/00	-	-	-
FIELD PROGRAMMES IN AFRICA	343/09	42/00	385/09	303/03	25/09	329/00	40/06	16/03	56/09
FIELD PROGRAMMES IN THE AMERICAS	235/06	11/06	247/00	231/00	11/06	242/06	4/06	-	4/06
FIELD PROGRAMMES IN ARAB STATES	42/04	1/02	43/06	41/02	2/00	43/02	1/02	(0/10)	0/04
FIELD PROGRAMMES IN ASIA AND THE PACIFIC	295/00	36/00	331/00	290/00	25/04	315/04	5/00	10/08	15/08
FIELD PROGRAMMES IN EUROPE	74/00	16/00	90/00	71/06	16/00	87/06	2/06	-	2/06
OTHER BUDGETARY PROVISIONS	10/03	4/01	14/04	10/03	4/01	14/04	-	-	-
TOTAL	**3075/05**	**512/09**	**3588/02**	**3008/01**	**468/03**	**3476/04**	**67/04**	**44/06**	**111/10**

	REGULAR BUDGET		OTHER SOURCES OF FUNDS		TOTAL	
	P	G	P	G	P	G
1990-91	1302/0	1705/0	161/1	306/0	1464/0	2012/0
1992-93	1341/1	1733/0	175/0	337/0	1517/0	2070/0

Information annex No. 8

Estimated total costs of technical co-operation projects in 1992-93

(in US dollars; with comparative figures for 1990-91)

Item	Title	Regular budget	United Nations Development Programme	Trust funds	Total 1992-93	Total 1990-91
50	International Labour Standards and Human Rights	759,470		1,280,000	2,039,470	880,400
60	Employment and Development	713,180	74,150,000	41,780,000	116,643,180	89,997,200
70	Training	729,716	59,150,000	21,950,000	81,829,716	76,111,840
80	Industrial Relations and Labour Administration	438,360	2,360,000	3,950,000	6,748,360	7,134,480
90	Working Conditions and Environment	991,380	3,350,000	7,650,000	11,991,380	6,171,840
100	Sectoral Activities	328,536	22,310,000	26,690,000	49,328,536	33,755,440
110	Social Security	299,520	3,980,000	1,150,000	5,429,520	3,332,800
120	Labour Information and Statistics	73,944	1,350,000	-	1,423,944	1,382,160
130	International Institute for Labour Studies	143,208	-	-	143,208	159,120
140	Inter Departmental Projects	760,000	-	-	760,000	-
150	Programming and Co-ordination of Technical Co-operation	950,000	-	-	950,000	941,200
200	Programming and Management	74,880	-	-	74,880	83,200
225	Employers' Activities	1,242,696	-	1,430,000	2,672,696	2,783,520
230	Workers' Activities	3,020,580	120,000	9,310,000	12,450,580	11,238,000
250	Field Programmes in Africa	5,844,810	-	-	5,844,810	5,593,120
260	Field Programmes in the Americas	5,225,000	-	-	5,225,000	5,148,000
265	Field Programmes in Arab States	452,000	-	-	452,000	440,960
270	Field Programmes in Asia and the Pacific	5,806,000	-	-	5,806,000	5,720,000
280	Field Programmes in Europe	325,000	-	-	325,000	226,720
	Total	28,178,280	166,770,000	115,190,000	310,138,280	251,100,000

Information annex No. 9

Schedule of meetings for the biennium 1992-93

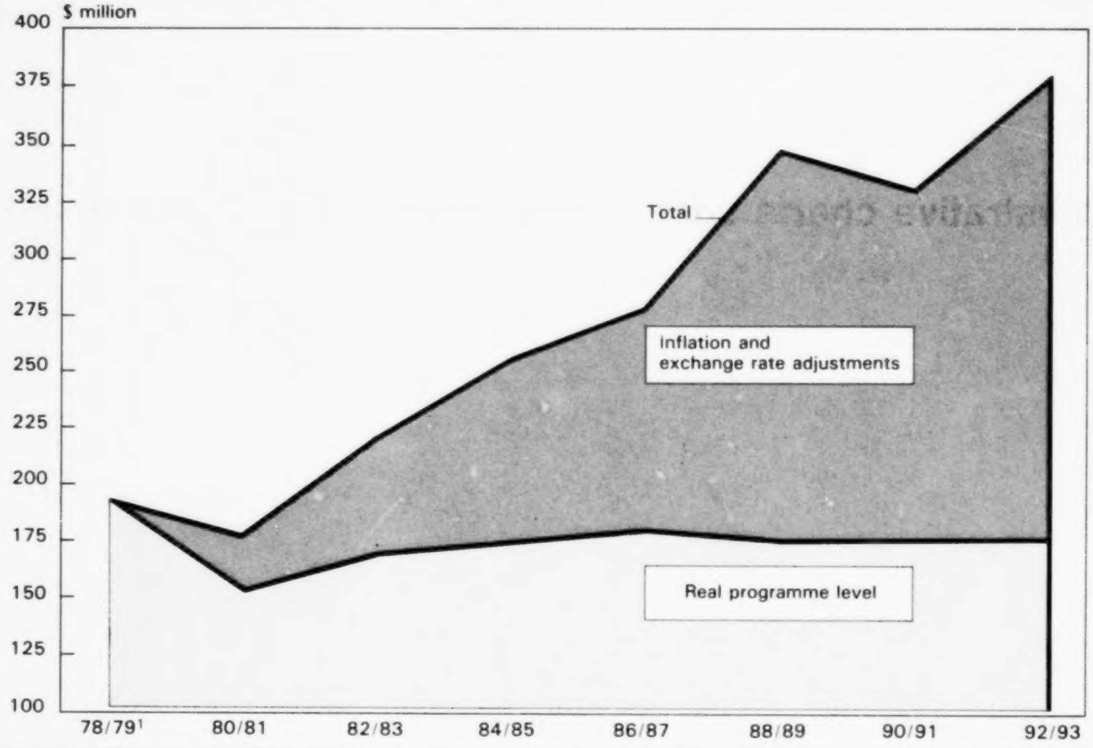
Programme	Title	Estimated direct cost (US dollars)
	A. Major advisory meetings	
30	*Regional meetings*	
	Thirteenth Conference of American States Members of the ILO	858,300
	Eighth African Regional Conference	788,500
	Advisory Meeting of Governing Body members from Europe	44,000
	Advisory Meeting of Governing Body members from Asia	49,400
100.7	*Industrial Meetings*	
	Inland Transport Committee (Twelfth Session)	280,000
	Advisory Committee on Salaried Employees and Professional Workers (Tenth Session)	265,000
	Fourth Tripartite Technical Meeting for the Leather and Footwear Industry	185,000
	Iron and Steel Committee (Twelfth Session)	265,000
	Building, Civil Engineering and Public Works Committee (Twelfth Session)	280,000
	Metal Trades Committee (Thirteenth Session)	285,000
	Standing Technical Committee for Health and Medical Services (First Session)	110,000
	Joint Committee on the Public Service (Fifth Session)	115,000
	Tripartite Meeting on Social and Labour Issues in the Pulp and Paper Industry	130,000
	Tripartite Meeting on Safety and Related Issues pertaining to Work on Offshore Petroleum Installations	110,000
	Meeting of Experts on Accident Prevention on Board Ship	58,000
	Tripartite Meeting on Conditions of Employment and Work of Performers	80,000
	Tripartite Meeting on the Effects of Technological Changes in the Clothing Industry	130,000
	Two smaller meetings on subjects to be determined at a later date	260,000

Programme	Title	Estimated direct cost (US dollars)
	B. Other meetings	
50.2	Committee of Experts on the Application of Conventions and Recommendations (two meetings)	318,571
80.2	Meeting of Experts on Disciplinary Rules and Procedures	62,000
90.2	Meeting of Experts on Safety in the Use of Chemicals at Work	82,500
	Eleventh Session of the ILO/WHO Joint Committee on Occupational Health	20,000
	Tripartite Advisory Meeting on Environment and the World of Work	68,000
90.3	Meeting of Experts on Working Time	82,500
100.3	Seventh Session of the Joint ILO/WHO Committee on the Health of Seafarers	10,000
100.5	International Panel of Consultants on Co-operatives	65,000
120.3	Meeting of Experts on Labour Statistics	105,000
	Fifteenth International Conference of Labour Statisticians	46,000
140.1	Second High-Level Meeting on Employment and Structural Adjustment	92,000
140.2	Tripartite Meeting of Experts on Social Security and Social Protection: Equality of Opportunity Between Men and Women	86,000
140.4	Two technical meetings on subjects to be determined at a later date	148,000
230.3	Symposium on Workers' Education and the Environment	70,000

Information annex No. 10

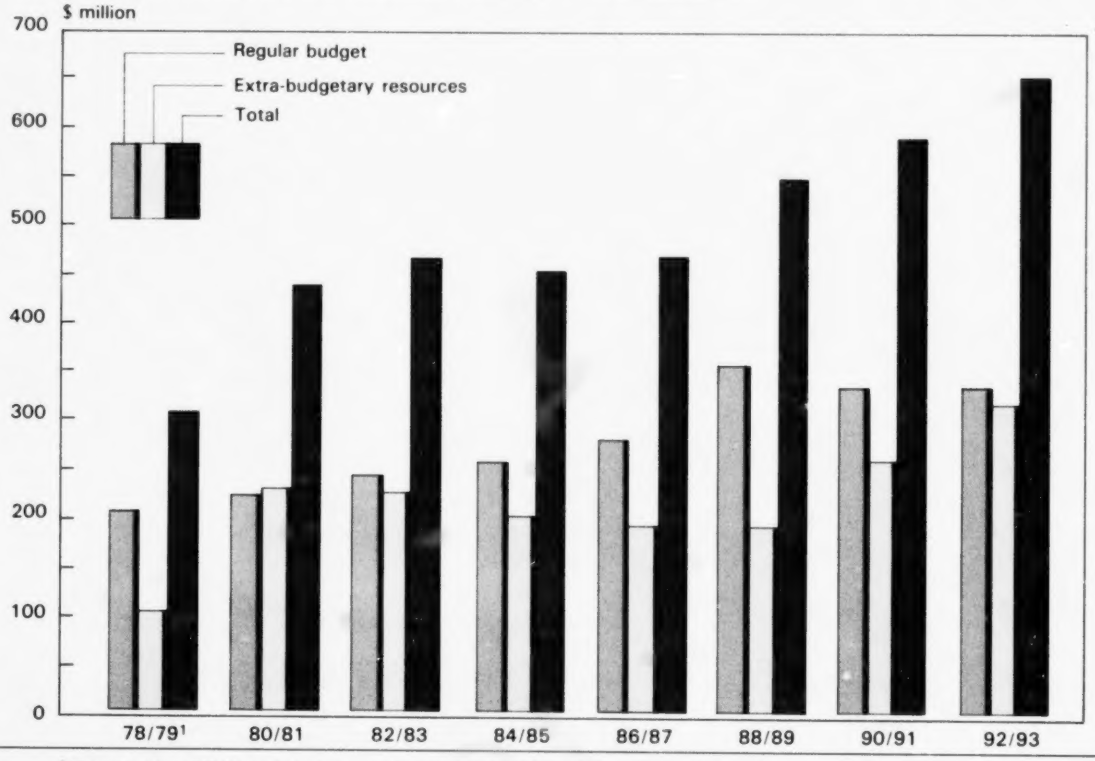
Illustrative charts concerning proposed resource levels

1. Effect of exchange rate changes and inflation (1978-93)



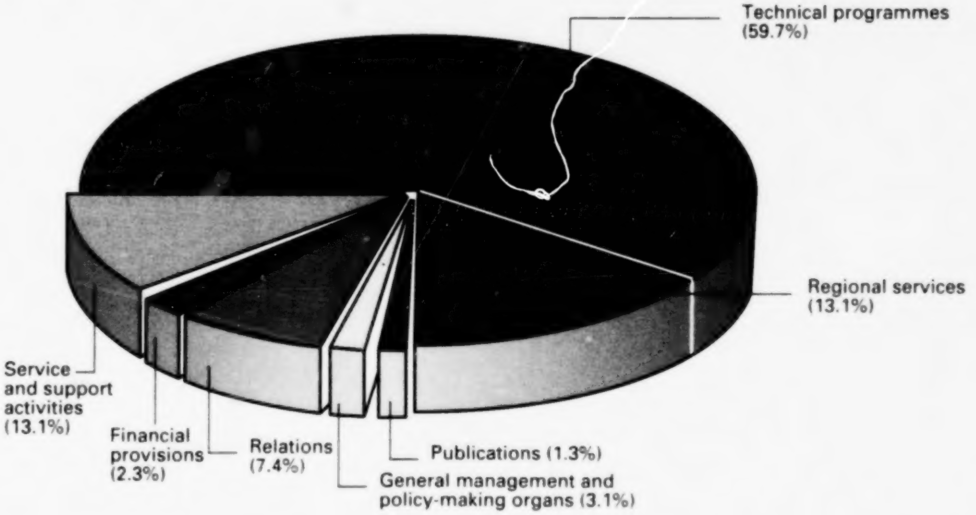
[1] The 1978/79 budget for programme activity was subsequently reduced from $193.7 million to $149.1 million.

2. Regular, extra-budgetary and total funds (1978-93) – (in current dollars)

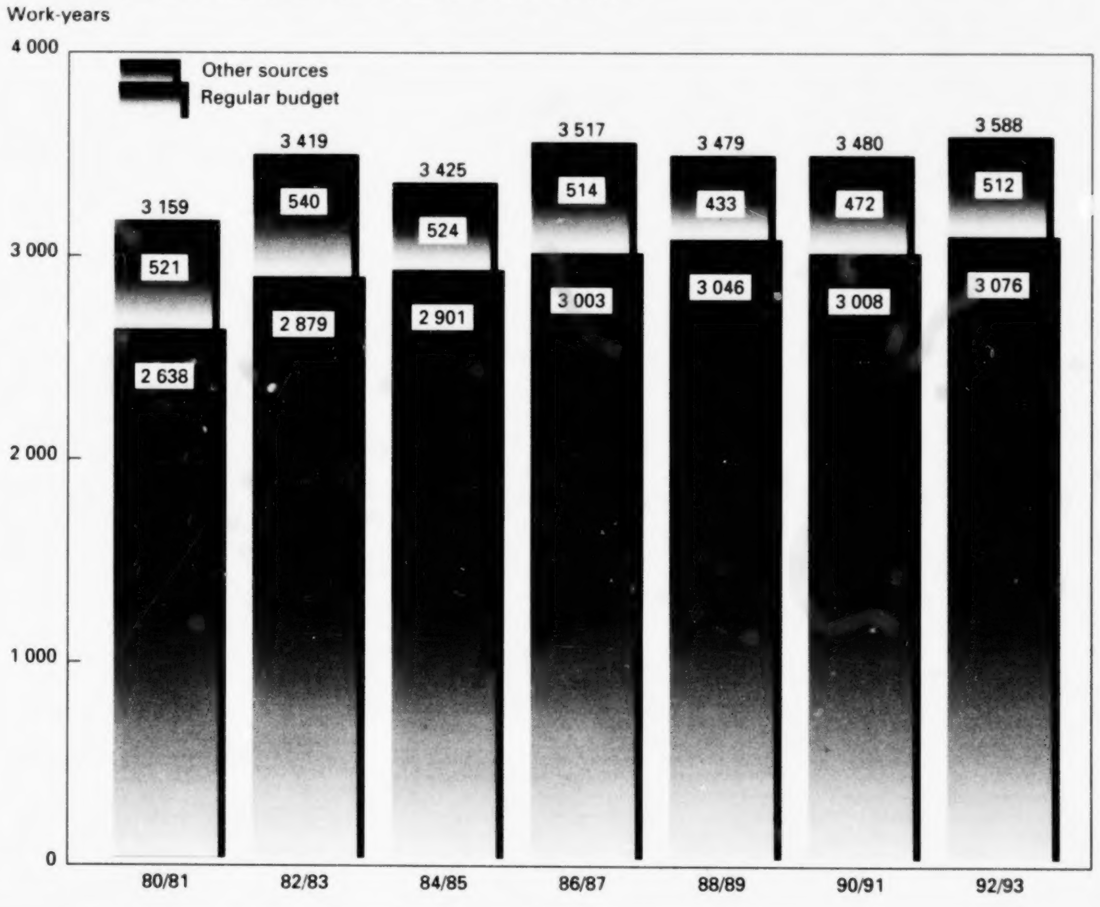


[1] The total of the 1978-79 regular budget was subsequently reduced from $207.7 million to $163.1 million.

3. Breakdown of resources (all sources of funds) (1992-93)



4. Levels of staff resources (1980-93) — excluding experts in the field



List of abbreviations

ACABQ	Advisory Committee on Administrative and Budgetary Questions
ACC	Administrative Committee on Co-ordination
ADB	Asian Development Bank
ALO	Arab Labour Organisation
APSDEP	Asia and Pacific Skills Development Programme
ARLAC	African Regional Labour Administration Centre
ARPLA	Asian and Pacific Regional Centre for Labour Administration
ARTEP	Asian Regional Team for Employment Promotion
ASEAN	Association of South-East Asian Nations
CARICOM	Caribbean Community
CCAQ	Consultative Committee on Administrative Questions
CIADFOR	Inter-African Centre for the Development of Vocational Training
CIAT	Inter-American Centre for Labour Administration
CIDA	Canadian International Development Agency
CIESS	Inter-American Centre for Social Security Studies
CINTERFOR	Inter-American Research and Documentation Centre on Vocational Training
CIS	International Occupational Safety and Health Information Centre
CLAC	Caribbean Labour Administration Centre
CLASET	Latin American Centre for Occupational Safety and Health
CMEA	Council for Mutual Economic Assistance
COPAC	Committee for the Promotion and Advancement of Co-operatives
CRADAT	African Regional Centre for Labour Administration
DANIDA	Danish International Development Agency
ECA	United Nations Economic Commission for Africa
ECDC	Economic Co-operation among Developing Countries
ECE	United Nations Economic Commission for Europe
ECLAC	United Nations Economic Commission for Latin America and the Caribbean
ECOWAS	Economic Community of West African States
EEC	European Economic Community
EPZ	Export processing zone
ESCAP	United Nations Economic and Social Commission for Asia and the Pacific
FAO	Food and Agriculture Organisation of the United Nations
FICSA	Federation of International Civil Servants' Associations
FINNIDA	Finnish International Development Agency
FIPOI	Property Foundation for International Organisations
GATT	General Agreement on Tariffs and Trade
HABITAT	United Nations Centre for Human Habitations
IACSS	Permanent Inter-American Committee on Social Security
IAEA	International Atomic Energy Agency
IBRD	International Bank for Reconstruction and Development
ICARA	International Conference on Assistance to Refugees in Africa
ICATU	International Confederation of Arab Trade Unions
ICC	International Computing Centre
ICLS	International Conference of Labour Statisticians
ICSC	International Civil Service Commission
IDB	Inter-American Development Bank
IFAD	International Fund for Agricultural Development
ILC	International Labour Conference
ILIS	International Labour Information System
IMO	International Maritime Organisation

INSTEAD	Information Service for Technological Alternatives for Development
INTERMAN	International Management Development Network
IOM	Intergovernmental Organisation for Migration
IRTIS	Inter-Regional Training Information System
ISCO	International Standard Classification of Occupations
ISSA	International Social Security Association
JASPA	Jobs and Skills Programme for Africa
JIU	Joint Inspection Unit
LABORDOC	International Labour Documentation
LAPTAP	Labour and Population Team for Asia and the Pacific
LDC	Least Developed Countries
MES	Modules of Employable Skills
MIES	Mediterranean Information Exchange System on International Migration and Employment
NEA-OECD	Nuclear Energy Agency – Organisation for Economic Co-operation and Development
NGO	Non-Governmental Organisation
NHSCP	National Household Survey Capability Programme
NORAD	Norwegian Agency for International Development
OAPEC	Organisation for Arab Petroleum Exporting Countries
OAS	Organisation of American States
OATUU	Organisation of African Trade Union Unity
OAU	Organisation of African Unity
OECD	Organisation for Economic Co-operation and Development
OPEC	Organisation of Petroleum Exporting Countries
PAHO	Pan American Health Organisation
PERSIS	Personnel Information and Payroll System
PIACT	International Programme for the Improvement of Working Conditions and Environment
PREALC	Regional Employment Programme for Latin America and the Caribbean
RAPLA	Regional Arab Programme for Labour Administration
RBTC	Regular Budget Technical Co-operation
SATEP	Southern African Team for Employment Promotion
SELA	Latin American Economic System
SIDA	Swedish International Development Authority
SPC	South Pacific Commission
SPEC	South Pacific Bureau for Economic Co-operation
SPWP	Special Public Works Programmes
TCDC	Technical Co-operation among Developing Countries
UNCSTD	United Nations Centre for Science and Technology for Development
UNCTAD	United Nations Conference on Trade and Development
UNDP	United Nations Development Programme
UNDRO	Office of the United Nations Disaster Relief Co-ordinator
UNEP	United Nations Environment Programme
UNESCO	United Nations Educational, Scientific and Cultural Organisation
UNFPA	United Nations Population Fund
UNHCR	United Nations High Commissioner for Refugees
UNICEF	United Nations Children's Fund
UNIDO	United Nations Industrial Development Organisation
UNRISD	United Nations Research Institute for Social Development
UNVS	United Nations Volunteers
UPU	Universal Postal Union
USAID	United States Agency for International Development
VDU	Visual display unit
WEP	World Employment Programme
WFC	World Food Council
WFP	World Food Programme
WHO	World Health Organisation
WIPO	World Intellectual Property Organisation
WTO	World Tourism Organisation

Note: Certain acronyms, which occur only once or twice, are accompanied by the full title where they appear in the text and are therefore not listed above.

Index to the Technical and Regional Major Programmes

The title of major programmes, in capital letters followed by the major programme number, are underlined, e.g. TRAINING, 70.

The titles of programmes, in capital letters followed by the programme number within the major programme, are underlined, e.g. TRAINING POLICIES, 70.4.

The titles of subprogrammes, lower case letters followed by the paragraph number within the major programmes, are underlined, e.g. Development of vocational training competence, 70.26.

All other entries are followed by their paragraph numbers within the major programmes and the Introduction.

* * *

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